

River Valley District Library  
Director Search Committee  
February 14, 2024 4:01 PM

Call to Order/ Attendance-The meeting started at 4:01 PM. Trustees present: Acting Chair, Emily Reiwerts, David Failing, and Jill Schutts, recorder. Community member Marybeth Wood participated. Trustees Vicky Buss and Jan Schadt joined the meeting late.

Public Comments- none.

Appoint Chair for Director Search Committee- Vicky Buss will be resigning from the board after February's regular board meeting: Emily volunteered to take over the Chair position for the Director Search Committee.

Director Search Job Advertisement-The group collaborated on adjustments on Emily's ad rough draft. Sue Hebel's comments on the rough draft were read. Jan arrived with an ad and a list of items to include in an information packet for job seekers that she'd generated.

We will need to notify each applicant when we have received their application. We may want the library's attorney to write a hire letter and inquire about laws regarding interviewing/hiring. Ask all applicants the same questions and keep detailed notes of their interviews.

Hiring a consultant to run the director search was discussed.

The next committee meeting will be on February 21st at 4:00 PM