

# **Minutes for November 18, 2024, Board of Library Trustees Executive Search Committee Meeting**

## **1. Call to order and roll**

Secretary Fairfax called the meeting to order at 2:00pm and took roll.

**Present:** Susanne Fairfax, Madhurima Chakraborty, Leigh Tarullo, Co-Interim Director

Amber Gomes, Managing Associate, Koya Partners

**Absent:** Theodore Foss

A quorum was present at this meeting.

## **2. Public Comments**

There were no public comments received by email or in person for this meeting.

## **3. Executive Director Search**

Amber Gomes discussed the job position launching back in October, noting the outreach through emails, phone calls and connections being received through LinkedIn. The outreach of this search will continue to grow based on referrals as well as any from the library's own connections. A report shared with the committee contained 20 individuals who expressed interest in the job posting. Initial conversations between Koya and candidates are held to ensure alignment with position salary, location, and timeline for the hiring process. Koya Partners will then screen those individuals and have high-level conversations relating to candidates work experience in alignment with what is on the position profile, noting the additional interest in the position by candidates continues to increase.

Information is shared with the search committee, in which the committee suggests ways to learn more about the candidates based on the needs of the Oak Park Public Library. Tricia Sutrisno, Managing Director, Koya Partners has more in-depth conversations with potential candidates to capture the additional information in order to have fully informed conversations with the search committee to determine which candidates will receive an interview. Noted were the location of applicants interested in the position, from east and west coast as well as regionally. Three areas of interest that were briefly discussed are: community outreach with patrons and taxing bodies, budget, and staff training and development when accessing potential candidates.

## **4. Closed Session**

Motion to enter closed session to discuss specific information relating to candidates, maintaining confidentiality.

Moved by Fairfax. Seconded by Tarullo. Approved by all present.

**5. Adjournment**

Chakraborty adjourned the meeting at 3:44pm.