

# Minutes for February 11, 2025, Board of Library Trustees Executive Search Committee Meeting

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

Madhurima Chakraborty called the meeting to order at 5:17 pm and Secretary Fairfax took roll.

**Present (in-person):** Theodore Foss, Susanne Fairfax, Madhurima Chakraborty, Leigh Tarullo, Co-Interim Director

**Present (remotely):** Virginia Bloom

**Also attending:** Tricia Sutrisno, Managing Director, Koya Partners

Motion to approve the remote participation of Trustee Bloom for this meeting.

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

A quorum was established at this meeting.

## **2. Public Comments**

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

## **3. Executive Search**

The search committee discussed a debrief they will conduct among themselves for the meeting on February 12, noting that the weather may impact the library either being open or closed for that day. The committee discussed the steps to still have a meeting virtually, depending on the weather, while noting that two people will need to be in person if the library is open to still conduct a meeting.

Discussed were the layout of each candidate interview, noting that it will start off with a candidate statement and then the committee will start to ask their questions. The committee laid out the order of questions to ask candidates and assigned questions to each committee member, noting that each committee member is allowed to ask follow up questions to the candidates.

## **4. Closed Session**

Motion to move into closed session to continue the conducting of second round candidate interviews.

Moved by Fairfax. Seconded by Foss. Approved by all present. A roll call vote was made to go into closed session, where Trustees Chakraborty, Foss, and Fairfax voted yes. The search committee resumed back in open session to discuss the meeting for February 12, scheduled, which is subject to the weather.

## **6. Adjournment**

Chakraborty adjourned the meeting at 6:53 pm.