

**MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS
Director Search Committee Session
September 13, 2017 – 8:30 am
111 Library St. – Board Room**

Botts called the meeting to order at 8:36 am.

1. ROLL CALL

Board Members Present: Rachel Anderson, William Baldrige, James Botts,
Sophia Brewer (arrived 8:38), M. Jade VanderVelde,
Caralee Witteveen-Lane

Board Members Absent:

Administration Present: Briana Trudell

Staff Present:

Public Present: Carolyn Evans, Grand Rapids Public Schools; Mari Beth Jelks,
City of Grand Rapids; Maggie Lancaster, Grand Rapids Children's
Museum; Karen Miller, Bradbury Miller Associates

2. SEARCH COMMITTEE INTERVIEW INTRO

Botts thanked the community members for being present and their input.

Miller passed out note cards for the committee to rank their top candidates. She also told the board that due to fairness she would like to do the rest of the interviews as phone interviews instead of Skype interviews.

Botts suggested to give Gallardo another interview via phone since there were so many technical difficulties during her Skype interview the previous day and the rest of the committee agreed.

3. INTERVIEWS

The board interviewed two potential candidates for the Director position and re-interviewed a candidate from the previous day. Each candidate was given a maximum of 30 minutes and were asked the same questions. Each candidate was given a chance to ask the committee questions regarding GRPL and Grand Rapids.

4. CANDIDATE DISCUSSION AND SELECTION

The committee wrote their top three candidates on a card and Miller tabulated the numbers.

The committee discussed the pros and cons of their top candidates and whether or not to interview three or four candidates. Jelks suggested that four would be a better options because the internal candidates that made it to the top numbers. The committee agreed to interview four candidates.

MOTION: By Commissioner Baldrige, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids agree to ask Bradbury Miller Associates to reach out to Marla Ehlers, Tim Gleisner, Mary Ellen Icaza, and Charles Pace to come to Grand Rapids for in-person interviews.

ACTION: AYES 6 – 0

Motion passed

The Director Search Committee discussed the next steps for the candidates and the committee itself including the in-person interviews that will span across two days in early October. Miller suggested a third party give the finalists tours of Grand Rapids. The board asked Trudell to check Tim Kelly at DGRI and Griffin Properties if they would be willing to give tours to the candidates.

The board thanked Miller for all her help.

Meeting adjourned at 12:06 pm.