

Approved Minutes
October 29, 2024
5:30 PM - 5:58 PM
Tecumseh District Library

The Special Meeting of the Tecumseh District Library Board was called to order at 5:30 PM by President Lisa Hart.

Roll call was taken. The Trustees present were Lisa Hart, Stacey Knepper, Judy Prater, Dana Schumacher-Schmidt, and Taylor Williams. Trustees not present were Debbie Gilbey and Carma Roesch. Also present was Interim Library Director Sonja Downey.

Public Comment: No public comment.

Candidate Review:

- Lisa provided an update on the process by which the Search Committee arrived at the four candidates whose portfolios have been shared with the Board of Trustees.
- These four candidates will be interviewed by consultant Brian Mortimore and the Board of Trustees during the special meeting on November 4.
- Lisa went over the interview structure. Trustees will introduce themselves and Lisa will share some of the library's key strategic initiatives. Trustees and Sonja provided suggestions for what Lisa might share here. Brian will lead the interviews, which will last for 20-25 minutes for each candidate. After the fourth interview, the Trustees will discuss candidates and, if possible, decide on two to invite for a second interview on November 16.

Benefits Policy:

- The Board had intended to review the benefits policies this fall but decided to postpone that review when the need to search for a new director arose. Lisa said that a need has been identified to review the policies as part of the search process, starting with the policies for vacation and sick time. The current policies may not align with candidate expectations based on current experience in working in the field.
- Lisa noted that any policy change must follow the outlined process of discussion, the creation of a draft, and readings at two meetings.
- The Executive Committee will meet to prepare suggested changes to the vacation and sick leave policies to share with the Board for discussion at the regular November 19 meeting.
- Trustees noted that other benefits policies may also require review, and that any potential changes would not only be for the newly hired director.

Adjournment: The meeting was adjourned at 5:58 PM.

Next Regular Meeting: November 19, 2024 at 5:30 p.m.
Special Meetings: November 4 and 16, 2024

Dana Schumacher-Schmidt, TDL Board Secretary