

MINUTES

BRANDON TOWNSHIP PUBLIC LIBRARY
Special Meeting November 13, 2021 at 12:45 p.m.
304 South Street
Ortonville, MI 48462
Community Room

1. CALL TO ORDER

NAME: Verna Cole

TIME: 12:49pm

2. ROLL CALL

NAME: Cole

PRESENT

ABSENT W/ NOTICE

ABSENT

NAME: Gault

NAME: Hagen

NAME: Rathburg

NAME: Taylor

NAME: Wills

3. AGENDA

CHANGES: None

STATEMENT: "Motion to approve agenda as presented."

MOTION: J. Rathburg

SECOND: H. Wills

VOTE YEA: 6

VOTE NAY: 0

4. APPROVAL OF THE MINUTES

CHANGES: None

DATE: November 9, 2021 Special Meeting

STATEMENT: "Motion to approve the minutes as presented."

MOTION: H. Wills

SECOND: J. Taylor

VOTE YEA: 6

VOTE NAY: 0

5. CALL TO AUDIENCE

DISCUSSION: None

6. INTERVIEW QUESTIONS

DISCUSSION: The Selection Committee presents a list of questions to ask each candidate.

STATEMENT: "Motion to approve the Interview Questions as presented."

MOTION: J. Rathburg

SECOND: C. Gault

VOTE YEA: 6

VOTE NAY: 0

7. INTERVIEW 1:00PM- ALYSSA WALDIE

DISCUSSION: The Board interviews Alyssa Waldie from 12:51pm to 1:59pm.

She is asked the approved list of questions by each assigned Trustee and any follow up or clarifying questions as needed. Trustees then complete their individual Director Interview Evaluation Form.

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STATEMENT: "Motion to adjourn at 2:11pm and reconvene at 2:25pm."
 MOTION: J. Rathburg SECOND: S. Hagen
 VOTE YEA: 6 VOTE NAY: 0

CALL TO ORDER
 NAME: V. Cole TIME: 2:25pm

8. INTERVIEW 2:30PM- LAURA FROMWILLER

DISCUSSION: The Board interviews Laura Fromwiller from 2:25pm to 3:36pm.
 She is asked the approved list of questions by each assigned Trustee and
 any follow up or clarifying questions as needed. Trustees then complete
 their individual Director Interview Evaluation Form.

STATEMENT: "Motion to adjourn at 3:37pm and reconvene at 4:00pm."
 MOTION: J. Taylor SECOND: J. Rathburg
 VOTE YEA: 6 VOTE NAY: 0

CALL TO ORDER
 NAME: V. Cole TIME: 4:00pm

9. DISCUSSION OF INTERVIEWS

DISCUSSION: Each Trustee had the opportunity to address the candidate's
 responses to the Interview Questions and their overall qualifications.

10. SELECTION OF DIRECTOR CANDIDATE

DISCUSSION: Based on the discussion of each candidate's interview,
 experiences, references, and qualifications the Board proposes Laura
 Fromwiller for the Director position.

STATEMENT: "Motion to nominate Laura Fromwiller for the position of
 Director."

MOTION: C. Gault SECOND: H. Wills
 VOTE YEA: 6 VOTE NAY: 0

DISCUSSION: With this nomination the Board must establish a basic offer and
 set the parameters for negotiation. The discussion includes: start date,
 proposed salary, PTO/Sick Leave, insurance, and other benefits.

STATEMENT: "Motion for President V. Cole to contact Laura Fromwiller this
 evening and inform her she has been selected for the position of Director,
 subject to the completion of the background check and offer negotiations;
 and that the Board and Administration are investigating cost of medical
 benefits."

MOTION: J. Rathburg SECOND: J. Taylor
 VOTE YEA: 6 VOTE NAY: 0

DISCUSSION: V. Cole, on behalf of the Board, will be given the authority to
 negotiate the job offer with Laura Fromwiller within the Board-approved
 parameters. The Board is asked to keep in mind the current job market and
 the candidate's experience.

STATEMENT: "Motion to give V. Cole the authority to negotiate the
 employment contract with Laura Fromwiller with the salary parameter up to

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Step 10 on the Pay Grade Scale and up to eighty percent of the cost of medical coverage for her children.”

MOTION: C. Gault

VOTE YEA: 6

SECOND: J. Taylor

VOTE NAY: 0

11. PUBLIC COMMENT

DISCUSSION: None

12. ADJOURN

STATEMENT: “Motion to Adjourn.”

MOTION: J. Taylor

VOTE YEA: 6

TIME: 4:58pm

SECOND: H. Wills

VOTE NAY: 0

**Next Regular Meeting:
November 30, 2021 5:00 pm
Community Room**