

Minutes for February 21, 2025, Board of Library Trustees Executive Search Committee Meeting

1. Call to order and roll

Secretary Susanne Fairfax called the meeting to order at 10 am and took roll.

Present: Theodore Foss, Susanne Fairfax, Leigh Tarullo, Co-Interim Director

Absent: Madhurima Chakraborty

Also attending: Amber Gomes, Managing Associate, Koya Partners, Tricia Sutrisno, Managing Director, Koya Partners

2. Approval of Minutes

Motion to approve the minutes of the following Executive Search Committee meetings:

- a. February 10, 2025
- b. February 11, 2025
- c. February 12, 2025

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

3. Public Comments

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

4. Executive Director Search

Koya discussed the confirmation of the final candidate interviews, noting that the following dates: March 11th, 12th, and 13th work with all three candidates and the dates work for the board. Tarullo reported that the dates work with the Leadership Team to meet with the candidates. Koya will provide an update email for the board and Leadership Team that will provide further details and send calendar invites for the dates in March. Koya will have separate meetings with the full board and the Leadership Team, including holding an open office hour virtually for staff to discuss the meet and greets with the candidates and to provide updates. Discussed were travel arrangements for the final candidates, specifically hotel accommodations and the logistics, noting a hotel, Carleton Hotel located in Oak Park as an option. Format for the interviews were discussed, noting either conducting a Q&A or candidates can come with a statement. The candidates will be asked questions from the public as well as questions from their interviews with the Leadership Team and the full board.

5. Closed Session

Motion to go into closed session to discuss Executive Search candidates.

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

6. Adjournment

Fairfax adjourned the meeting at 11:13 am.