

Minutes of the Meeting of the
Director's Search Committee

March 15, 2016

A meeting of the Director's Search Committee was held in the Meeting Room on the 2nd floor of the Main Library at 301 W. Congress St. on Tuesday, March 15, 2016. Yung-Hsing Wu, President of the Board and Search Committee Chair, called the meeting to order at 5:05p.m.

I. Roll Call

Search Committee Members Present: Suzanne Dardeau, Joseph Gordon-Wiltz (arrived 7:14), Jean Kreamer, Kay Theunissen, Yung-Hsing Wu

Search Committee Members Absent: Andrew Duhon

Consultant: Karen Miller, Bradbury Associates

Non-Search Committee Library Board Members Present: Adele Blue, Amy Goode (left 6:25), Joan Wingate

Administrative Staff Present: Sona Dombourian, Director; Teresa Elberson, Library Administrator; Larry Angelle, Library Operations Manager

Members of the Public: various library staff members including Chuck Savoy, Adam Melancon, Amy Wander, Jason Gilbert, Terry Roy, Benton St. Romain were present during some or all of the meeting. Library Foundation President Bettie Sonnier and members of the public Sheldon Blue, Gail Smith, and Susan Hamilton were also in attendance.

II. Introductory Comments

Dr. Wu reviewed the agenda for the evening. Mr. Gordon-Wiltz will be late due to a City/Parish Council meeting. Dr. Dardeau will ask his questions until he arrives.

The questions asked of each candidate were the same as the previous evening's interviews. Question 1 was asked by Dr. Wu. Question 2 was modified from the list to add the word 'your' between "exemplify" and "executive" and was asked by Dr. Dardeau. Question 3 was modified to add at the end of the second part "and how will you, as director, interface with local political bodies" and was asked by Mrs. Theunissen. Question 4 was modified to remove the first two sentences and was asked by Dr. Kreamer. Question 5 was asked by Dr. Dardeau. Question 6 was asked by Mrs. Theunissen. Question 7 was asked by Dr. Kreamer. Question 8 was asked by Dr. Wu. Question 9 was asked by Dr. Dardeau.

Discussion occurred about redirecting a candidate to the next question giving the time constraint of thirty minutes per interview. The Committee will ideally select three finalists to recommend to the Board, but will be open to further discussion should something develop related to the number of finalists to bring in.

III. Interviews via Skype of Candidates for the Position of Library Director

A. 5:15 p.m. – 5:45 p.m. – Adam Brooks was asked, and responded to, the nine questions. Following the Search Committee questions, Mr. Brooks asked what did they like most about living in Lafayette. He also asked what they thought the biggest challenge would be for the new director.

B. 5:55 p.m. – 6:25 p.m. – Paula Settoon was asked, and responded to, the nine questions. Following the Search Committee questions, Ms. Settoon asked the Committee what does their ideal candidate look like.

IV. Comments from the Public about these Candidates

Susan Hamilton stated that she liked both candidates, both seemed very interested in community involvement. She was happy to hear that a candidate tonight express that he liked change.

Amy Goode, member of the Library Board who was not on the Search Committee, stated that she was looking for many things in a new director, but especially experience with a similar size library and population and attention to technology, adapting, and change.

There were no other comments from the public.

V. Discussion of semi-finalist candidates

Dr. Wu asked for a motion to go into Executive Session to discuss the character and professional competence of the applicants in accordance with La. R.S. 42:17(A)(1). No applicant has required that discussion of his/her character and professional competence be held in open session.

A motion to go into Executive Session to discuss the character and professional competence of the semi-finalists in accordance with La. R.S. 42:17(A)(1) was made by Jean Kreamer. The motion was seconded by Kay Theunissen.

Yeas: Dardeau, Kreamer, Theunissen, Wu

Nays: none

Abstain: none

Absent: Gordon-Wiltz, Duhon

The motion to go into Executive Session was approved at 6:28 p.m. At that time, the Search Committee and Ms. Miller left the Meeting Room and met in Executive Session in the Library Board Room on the 3rd floor. Mr. Gordon-Wiltz arrived at approximately 7:14 and, as part of the Search Committee, joined the Executive Session.

A motion to come out of Executive Session and return to the open meeting was made by Suzanne Dardeau and seconded by Jean Kreamer.

Yeas: Dardeau, Gordon-Wiltz, Kreamer, Theunissen, Wu

Nays: none

Abstain: none

Absent: Duhon

The motion was approved and the open meeting resumed at 7:48 p.m.

VI. Selection of Finalists for the Position of Library Director

Ms. Miller led the process to determine the finalist candidates to recommend to the Library Board. She asked the Search Committee to list the candidates they would like to see

going forward in ranked order. She compiled the results and composite scores, where a number one choice would receive 3 points; a number two choice would receive 2 points; and a number three choice would receive 1 point. The results were as follows:

Listed by	Last name	Composite Score
5	Brooks	15
5	Settoon	10
3	Golrick	3
2	Machie	2

A motion to recommend to the Library Board to interview the top three candidates – Adam Brooks, Paula Settoon, and Michael Golrick, was made by Suzanne Dardeau. The motion was seconded by Jean Kreamer. There was no additional discussion.

Yeas: Dardeau, Gordon-Wiltz, Kreamer, Theunissen,
Nays: Wu
Abstain: none
Absent: Duhon

The motion to recommend to the Board to interview Mr. Brooks, Ms. Settoon, and Mr. Golrick was approved with 4 Search Committee Members voting for the motion, 1 voting against the motion, and 1 member absent. Ms. Miller will communicate with these candidates.

VII. Finalist site-visits, interview schedules, and procedures

Discussion took place about the schedule for the on-site visits and interviews. The visits will be March 28th and 29th, with the interviews being held the night of the 29th. The Public Forum will be on March 28th from 5:30 – 7:00 p.m. at the South Regional Library. Candidates will each be asked to give a brief presentation, and then will be asked questions from the audience. The forum will be moderated by Bradbury Associates. This will be followed by a short Meet & Greet.

After discussion, the stakeholder groups who will be able to meet with the individual candidates in round robin fashion over the two days are the library staff, including staff, managers, direct reports, and current Director, as well as the Library Foundation and Library Friends Boards. Ms. Dombourian and Ms. Miller will coordinate this. After discussion, Mr. Gordon-Wiltz offered to email elected officials, including the area mayors, LCG directors, and other community stakeholders about the Public Forum. Discussion took place about offering tours to candidates, hosting them at meals, and general hospitality customarily shown to visitors to our area vs. down time for the candidates. The Board and staff will provide information packets for the candidates, gathering information from LEDA, the Chamber, LCVC. The Library will advertise the public forum and interviews on its social media pages. Several committee members indicated they could contact KRVS to publicize the forum.

Discussion took place if the spouse or partner of a candidate would be invited to accompany the candidate as part of the reimbursement.

Due to the timing of the next Board meeting and the need to make travel arrangements, given the holiday weekend, a motion to offer reimbursement to candidates for spouse or partner to accompany the candidate on the site-visit by Suzanne Dardeau. The motion was seconded by Jean Kreamer. There was no additional discussion.

Yeas: Dardeau, Kreamer, Theunissen, Wu
Nays: Gordon-Wiltz
Abstain: none
Absent: Duhon

The motion to recommend offer reimbursement to candidates for spouse or partner travel was approved with 4 in favor of the motion, 1 opposed to the motion, and 1 member absent. Ms. Dombourian stated that staff would check with Lafayette Consolidated Government to make sure this was in line with policy.

Discussion about the format of the forum, interviews and the topic for the forum was held. Ms. Miller suggested the forum topic be centered on the Lafayette Public Library of the future. Dr. Wu asked everyone to consider the topic and send comments to Ms. Miller by the end of the week. The candidates' technology needs for the presentation will be handled by the library.

Ms. Miller will contact the candidates and give them up to 48 hours to signify their willingness to continue or withdraw. She asked the Search Committee should a candidate withdraw if they wanted to consider an alternate. No committee member expressed that they would like to consider an alternate at this time. Bradbury Associates will make sure every Library Board member has the resumes and other information on each candidate. Ms. Miller confirmed that Bradbury Associates will check the references on the finalists and will do a background check on the successful candidate. This information should be available when candidates come for their interviews. Mr. Gordon-Wiltz asked to confirm the date and time for the Public Forum so he could contact the public officials. Ms. Dombourian said if any would prefer to be a part of the round robin sessions to let her know.

VIII. Adjournment

Jean Kreamer made a motion to adjourn. The motion was seconded by Suzanne Dardeau. The motion was unanimously approved. The meeting was adjourned at 8:34 p.m.

Respectfully Submitted,

Sona J. Dombourian, Secretary