



JOLIET PUBLIC LIBRARY
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Search Committee Meeting Minutes
Black Road Branch – Meeting Room F
August 12, 2016 – 2:00 p.m.

1. Convene and Call to Order

The meeting was called to order at 2:02 pm by Board President Lynn Poper Samalea.

2. Roll Call

Trustees present: Lynn Samalea, Jack Markley, Essie Chavez, Nancy Henricksen, Emmie Ostrem, Carol Boban, and Gail Gawlik.

Trustees absent: Diane Harris

Staff members present: Deb Fowler

John Keister of John Keister & Associates was also present.

3. Agenda Revision and Approval

MOTION: Nancy Henricksen moved and Jack Markley seconded to approve the agenda as written. The motion passed unanimously with the following trustees voting “aye:” Markley, Chavez, Henricksen, Ostrem, Boban, Gawlik, and Samalea.

4. Public Participation

There was no public participation

5. Closed Session – Adjourn to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific Library employees (5 ILCS 120/2(c)(1)) and review candidates for Executive Director position.

MOTION: Emmie Ostrem moved and Gail Gawlik seconded to go into Closed Session at 2:05 pm to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific Library employees (5 ILCS 120/2(c)(1)) and review candidates for Executive Director position. The motion passed unanimously with the following trustees voting “aye:” Chavez, Henricksen, Ostrem, Boban, Gawlik, Samalea, and Markley.

Open Session

MOTION: Nancy Henricksen moved and Jack Markley seconded to go back into Open Session at 4:17 pm. The motion passed unanimously with the following trustees voting “aye:” Ostrem, Boban, Samalea, Markley, Chavez, and Henricksen. Trustee Gawlik was out of the room.

Trustees Boban and Ostrem left at 4:18 pm.

6. Unfinished Business: Discuss the interview process

The interview process and scheduling was discussed.

7. New Business: Review and discuss Executive Director job description for possible revisions, updates, and approval.

The Executive Director's job description was reviewed and revisions were discussed.

8. Adjournment

MOTION: Nancy Henricksen moved and Jack Markley seconded to adjourn at 4:47 pm. The motion passed unanimously with the following trustees voting "aye:" Gawlik, Samalea, Markley, Chavez, and Henricksen.
