

JOHNSON COUNTY LIBRARY BOARD
WORK SESSION MINUTES
Wednesday, December 7, 2022

The Johnson County Library Board of Trustees met on Wednesday, December 7 for a special work session through a hybrid meeting. The following members were present on individual devices at various locations: Jenny Bakken, Margaret Smith, Leighton "Pitchy" Gammon, Shane Greet and Terry Urruty. Director Steve Rzasa was present on a library device in a private use room of Johnson County Library. Assistant Director Heather Kuzara was present on library device in the Fraley Room of Johnson County Library. Janet Hansen and Lindsey Belliveau were in attendance in the Fraley Room. Jenny called the meeting to order at 5:31p.m.

Director Search Interview Questions –original provided for permanent record

Discussion about the scenarios with related questions was concluded with the agreement the question would be posed and then a scenario could follow-up. The scenario answer could give more clarity to the answer given. The board also agreed that five scenario questions would good.

Jenny said that the order of questions and the interview process should be the same for each candidate interviewed.

Discussion of the order of questions concluded that #1, 2, 3 are good openers. When asking #1 a time of 2-3 minutes should be given. Margaret suggested adding to #8 with questioning about working with seniors who are not comfortable with technology. #9 was illuminated because may not be familiar with the community to qualify and answer. #10 and #14 can be combined, as well as #12 and #15. #16 could be combined with #3. Shane and Terry commented that #18 and #19 were covered in previous questions. Agreement that 15 questions would be enough. Steve will reformulate what the Board discussed and put them in google drive.

Discussion about the way the interviews would be conducted resulted in Jenny will open and introductions be made. Each Board Member will ask 3 questions. Jenny said most candidates are available on December 13 for meeting for interview.

Jenny called Executive Session at 6:15p.m.
Executive Session ended at 6:53p.m.

Interviews were scheduled for morning of December 13 at 8:30, 10:00, and 11:30 for each member to be on personal devices for a ZOOM call with out of town candidates. The second day of interviews will be in person December 13 at 3:00 and 4:30. The board would like Steve present for his input. Jenny asked if Linda Greenough should be invited. Steve commented she was not present at his interview and Margaret didn't think it was necessary to have Linda there. Jenny will be in contact with Steve to coordinate the Zoom call.

Shane made a motion to adjourn the meeting. Terry seconded the motion. Motion carried. Meeting was adjourned at 6:59p.m.

Submitted by: