

Special Board of Directors Meeting Minutes
August 8, 2022, 6:00 pm

Present: Ceci Lopez, Margaret Gerard, Laura Weiss, TQ Nguyen, RJ Halloran, James Erb, Joseph Correa, Adrienne Renz, Randy Rydel, Renee Hall (for part of the time)

Facilitator: Holly O’Neil **Notetaker:** Mardi Solomon

Topic	Key Points	Outcome
Welcome, agenda review, check in		
Purpose & Overview of Process	<ul style="list-style-type: none"> • Purpose of the meeting: To make a decision about the two finalists in the search for a General Manager (GM). • The Board discussed the significance of this meeting as it represents fulfilment of one of the most important responsibilities of the Board – hiring a GM (P1.1). • Decision-making will be by consensus as required in the by-laws (7.3) and policies (P2). • Review of the consensus process (P2.2): Starting with three options (candidate A, candidate B, neither), make a proposal, discuss concerns, resolve concerns, and then call for consensus. • Each director can consent, stand aside, or block. If two or more people stand aside, the group is not in consensus. • Aiming for the best decision that everyone can live with, not unanimity but unity. 	
Observations of Survey Data	<ul style="list-style-type: none"> • Directors noted data trends in the staff and current/former Board members’ survey responses regarding each candidate’s interview. • Reviewed GM search process and criteria from job description. 	
Identify Challenges and Determine if they are Surmountable	<ul style="list-style-type: none"> • Discussion of the strengths and possible challenges for the candidate preferred by nearly all directors, and whether the challenges were surmountable. • Determined that there are specific actions the Board can take to support this candidate and help to ensure their success in spite of these challenges (e.g., coaching & training opportunities). 	
Decision regarding GM selection	Proposal: Move forward with preferred candidate and proceed with the next steps in the hiring process.	Approved by consensus.
Next Steps	<ul style="list-style-type: none"> • Consultant, Agnes, will call a prior supervisor and prior employees to ask questions. • The Board requested that Agnes ask an additional question of the references. • Agnes will share the transcripts from these calls with the GM Search Committee, and the committee will share with the Board. • If there is a red flag from the references, the Board will reconvene and reassess. 	

These minutes have been approved by the Board of Directors.

Next Meeting – Wednesday, Aug. 10, 6:00-8:00.