

HELD	Date: Thursday, May 11, 2023
	Time: 9:30 a.m. The meeting convened at 9:45 a.m.
	Location: Castle Pines Library, 1 st Floor Conference Room
ATTENDANCE	Committee Members: Meghann Silverthorn, Jessica Kallweit, Suzanne Burkholder Silverthorn attended via conference phone.
	Staff: Bob Pasicznyuk and Patti Owen-DeLay
	Public:
	Guests:
	ABSENT

DISCUSSION ITEMS:

<p>Continue review and discussion of Executive Library Director Succession Plan (v2)</p>	<p>Silverthorn appreciated the quick addition for a scenario where the Executive Library Director is incapacitated for a period of time.</p> <p>Pasicznyuk shared that it can be easily added to the plan, as a third scenario. He noted:</p> <ul style="list-style-type: none"> • Assuming a 12-week incapacitation period for planning purposed. • Can name an interim person without a recruitment process as long it does not go past 6-month. • After 6 months it is no longer considered interim and you have to go into a process for temporary placement or permanent placement, versus having someone named to step in immediately. • The interim cannot be denied opportunity to apply. • Director of Finance is recommended to be the interim in a period of incapacitation. <p>Plan decision – library degree or not?</p> <ul style="list-style-type: none"> • Plan would require qualification of Business degree or Library degree – both requiring an advanced degree.
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	<p>Next Steps:</p> <ul style="list-style-type: none">• Finalize section on incapacitation based on today's conversation.• Define criteria for a recruiter search.• Finance department annually recommends a standing recruiter.• Pasicznyuk will work on gathering support documentation.
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ADJOURNMENT	The meeting was adjourned at: 10:05 a.m.
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