

**FINAL
MINUTES
EXECUTIVE SEARCH FIRM SELECTION COMMITTEE MEETING
DISTRICT BOARD OF TRUSTEES**

December 5, 2022

**8:30 a.m.
SUW, Room 302**

Attending: Tom Lewis (Presiding), Dr. Cheryl Flax-Hyman, Danyelle Alexander, Boyd Bulger (via phone), Amber Coker, Dr. Jessica Edwards, Frank Hall, Bruce Harber, Dr. Holly Kuehner, Tonia Lawson, Katie McCurdy, David Powell, and Floyd Skinner

- I. Chair Lewis called the meeting to order at 8:35 a.m.
- II. Mr. Lewis stated the purpose of the committee was to discuss the proposals received, determine the best search consultant for the process, and provide a recommendation at the January 26, 2023, regular meeting of the board.
- II. Dr. Cheryl Flax-Hyman reviewed the total costs of the proposals and the highlights and challenges of each, including community/state college experience.

Following discussion of the consultant proposals and the services provided, the consensus of the committee was that the College would request a revised proposal from Myers McRae with a scope of work to include developing and implementing a national recruitment strategy and conducting background, credential, and reference investigations on finalists. The College will create an executive search profile and the advertisement for the position, and establish a search committee.

Mr. Hall made a motion to allow Dr. Cheryl Flax-Hyman to contact Myers McRae and request a revised proposal with a deadline of Friday, December 9. Upon receipt of a revised proposal, the motion also provides authority for Dr. Flax-Hyman to accept/decline the revised proposal. If the Myers McRae proposal is declined, all previously submitted proposals will be rejected and a Request for Proposal (non-bid process) will begin to allow other executive search firms to submit. Mr. Powell seconded the motion, and the vote was recorded as follows: Alexander, aye; Bulger, aye; Coker, aye; Edwards, aye; Hall, aye; Harber, aye; Kuehner, aye; Lawson, aye; Lewis, aye; McCurdy, aye; Powell, aye; Skinner, aye; and Flax-Hyman, aye.

- IV. The meeting was adjourned at 9:05 a.m.

Secretary

Chair, District Board of Trustees