

WARREN PUBLIC LIBRARY COMMISSION

Special Meeting April 19, 2012

1. Call to Order:

The special meeting was called to order at 5:05 PM by Frank Pasternak.

2. Roll Call:

Commissioners Present: Carolyn Mocerri, Don McIntosh, Frank Pasternak, Annette Coach, and Richard Palmer.

Also Present: Sandy Jones, City of Warren Human Resources Department and Mary Michaels, City of Warren Attorney's Office.

Coach moved to excuse Carolyn Sherwood and Chris Doebler, supported by Palmer; motion carried.

3. Action Items:

Defining Process for Interviewing Library Director Candidates: It was indicated that of the 13 applications submitted from the job postings six or seven candidates were selected for the interviewing phase of the selection process. The next steps in the process are to select the questions to be used in interviewing the candidates, interview the candidates, and finally to select the new Library Director.

The Commissioners had previously submitted their questions to Pasternak for consideration in the interviewing phase. Pasternak will compile those questions and email them to Human Resources Department and the City Attorney's Office for their review and acceptance for interviewing use. The Library Commissioners will also receive a copy.

With the selection of the acceptable list of questions that can be used, the Commissioners will determine which Commissioners will ask which questions. Also, the interviewing date(s) and times will be determined. The computer Skype system will have to be checked out to ensure it can be used to interview the candidate from Florida.

4. Audience participation: None

5. Adjournment:

Coach moved to adjourn the meeting at 5:32 PM, supported by Mocerri; motion carried.

