

1                   **CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
2                               **Executive Director Search Committee**  
3                                       **MINUTES**  
4   **October 3, 2022 Meeting**

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6   **Present:**

7   Executive Director Search Committee: Robert Wernecke, Dara Torre, Laura Hill-Eubanks, Peter Carbee,  
8       Steve Lotspeich, Lee Cattaneo (alternate), Janet Shatney (alternate)

9   Executive Committee: Laura Hill-Eubanks, Peter Carbee, Steve Lotspeich, Lee Cattaneo , Jerry D’Amico,  
10       Janet Shatney, Michael Gray

11   Staff: Bonnie Waninger, Nancy Chartrand, Christian Meyer

12   Guests: Ron Krauth (Middlesex Rep), Anita Krauth, Amy Hornblas (Cabot Rep)

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14   **Call to Order**

15   Executive Committee Chair Lotspeich called the meetings to order at 4:08 pm as a joint meeting of  
16   Executive Committee and Executive Director Search Committee.

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18   **Adjustments to the Agenda**

19   None.

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21   **Public Comment**

22   Amy Hornblas read a prepared document related to masking at the organization. Anita and Ron Krauth  
23   also spoke to the masking issue. Jerry D’Amico asked if Anita would consider sharing her thoughts in  
24   writing.

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26   **Executive Director Search**

27   Executive Committee Chair Lotspeich provided an overview of the items as part of the combined agenda  
28   with the Executive Director Search Committee. B. Waninger shared screens of the draft job description  
29   and job advertisement that were prepared by committee members for tonight’s meeting and discussion  
30   ensued with a plan to continue work on the drafts before being finalized by the Executive Director  
31   Search Committee. There was discussion related to the creation of an initial position profile to aid in  
32   recruitment. The Committees requested that Waninger prepare a basic draft of such a document for  
33   review. Discussion also ensued related to an exit interview process. It was concluded that one should  
34   be conducted; a final process will be determined at the next Executive Director Search Committee  
35   meeting planned for Thursday, October 6<sup>th</sup> at 5:30 pm.

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37   **Adjourn**

38   Executive Director Search Committee concluded their portion of the meeting at 5:20 pm.

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40   Respectfully submitted,  
41   Nancy Chartrand, Office Manager