



EXECUTIVE DIRECTOR SEARCH COMMITTEE

November 10, 2022 at 5:30 p.m.

Remote Participation via Zoom¹

(New Zoom link & phone numbers)

<https://us06web.zoom.us/j/84720934293?pwd=Wm1jSmR2UXFRL2l0eWJqQTdVVEE3Zz09>

Dial in via phone: +1-646 931 3860 | Meeting ID: 847 2093 4293 | Passcode: 911688

Download the app at least 5 minutes before the meeting starts: <https://zoom.us/download>.

Note: This meeting is remote only; no physical location will be provided.

Persons with disabilities who require assistance or alternate arrangements to participate in programs or activities are encouraged to contact Nancy Chartrand at 802-229-0389 or chartrand@cvregion.com at least 3 business days prior to the meeting for which services are requested.

Page **AGENDA**

5:30² Adjustments to the Agenda

Public Comment

2 **5:35 Minutes** (enclosed)³

5:40 Executive Director Search Process³

- Update on hiring process timeline
- Review of applicant resumes and criteria for creating a shortlist of candidates
- Interview process including drafting questions to ask candidates

6:25 Next Meeting

Set date and draft agenda.

6:30 Adjourn

Next Meeting: TBD

¹ Dial-in telephone numbers are “Toll” numbers. Fees may be charged to the person calling in dependent on their phone service.

² All times are approximate unless otherwise advertised

³ Anticipated action item.

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

5
6 Present:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Steve Lotspeich | <input checked="" type="checkbox"/> Laura Hill-Eubanks | <input checked="" type="checkbox"/> Peter Carbee |
| <input checked="" type="checkbox"/> Robert Wernecke | <input checked="" type="checkbox"/> Dara Torre | <input type="checkbox"/> Lee Cattaneo (alternate) |
| | | <input type="checkbox"/> Janet Shatney (alternate) |

7
8 Staff: None

9 Guests: None

10
11 **Call to Order**

12 S. Lotspeich called the meeting to order at 5:36 pm.

13
14 **Adjustments to the Agenda**

15 None.

16
17 **Public Comment**

18 None.

19
20 **Minutes**

21 *P. Carbee moved to approve the October 26, 2022 minutes as presented; R. Wernecke seconded. Motion*
22 *carried.*

23
24 **Executive Director Search**

25
26 **Executive Session - 1 V.S.A. § 313(a)(3), Personnel**

27 *R. Wernecke moved to enter Executive Session at 5:38 pm to discuss a personnel matter regarding the*
28 *Executive Director Search; P. Carbee seconded. Motion carried.*

29
30 *P. Carbee moved to exit Executive Session at 6:10 pm; R. Wernecke seconded. Motion carried.*

31
32 *R. Wernecke moved to extend the application deadline to November 23, 2022 from current deadline*
33 *(November 9, 2022); D. Torre seconded. Motion carried.*

34
35 **Next Meeting**

36 The Committee set its next meeting for November 10, 2022 at 5:30 pm.

37
38 **Adjourn**

39 *P. Carbee moved to adjourn at 6:20 pm; R. Wernecke seconded. Motion carried.*

40
41 Respectfully submitted,

42 Dara Torre