

**METROPOLITAN LIBRARY COMMISSION
OF OKLAHOMA COUNTY
EXECUTIVE DIRECTOR SEARCH COMMITTEE**

AGENDA

Members: Hugh Rice, Chair
 Nancy Anthony
 Cynthia Friedemann
 Jose Jimenez
 Susan Tucker

Non-voting: Karen Marriott
 Lori Piccolo

Monday, April 28, 2014 at 3:00 p.m.
Downtown Library
300 Park Avenue
Oklahoma City, OK 73102
Telephone: (405) 231-8650

- I.** Call to Order and Establishment of Quorum – Hugh Rice, Chair
- II.** Introductions
- III.** Discussion, consideration and possible action:
 - A. Confirm Structure for the Search
 - B. Confirm Tentative Schedule for Search Consultants Work: Review the proposed search schedule and process
 - C. Marketing Plan: Share marketing/advertising plan.
 - D. Identification of Key Attributes: Report of group assessment from the attribute survey as well as challenges and desired results.
 - E. Job Advertisement/Announcement: Review of basic elements of the job ad/announcement – including starting salary range and closing date. Establish deadline and final input for announcement approval.
 - F. Staff Meetings/Other Input: Discussion of purpose and general feedback from staff meetings.
 - G. Confidentiality: Reach consensus on the confidentiality of the applications under Oklahoma open meetings/records law.
 - H. Additional Agenda Items