

**BROADVIEW PUBLIC LIBRARY DISTRICT (BPLD)**  
**PERSONNEL COMMITTEE**  
**AGENDA**  
**TUESDAY, JULY 7, 2015**  
**6:30 PM**

**1. Call to Order / Roll Call**

**2. Pledge of Allegiance**

**3. Moment of Silence**

**4. Approval of Agenda**

**5. Public Comment**

Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted three (3) minutes or less at the discretion of the President. Visitors please address your items to the board.

**6. Approval of Minutes**

**7. Presentation – Executive Director Search Firm**

Welcome! Ms. Lynn Elam of Elam Consulting

**8. Executive Session**

**9. Adjournment**

# Lynn Elam Consulting

## Phone Conversation with Katrina Arnold

- Based on what we need to get good candidate salary range will be between \$70k - \$80k
- Customized level of assistance
- Credential check
- Criminal background check
- Flat fee of \$10,000 in 2 payments, first after initial screen of 4-6 candidates done, second after acceptance, clean criminal background check and close out candidate pool
- Guarantee 6-12 months and replace, on time basis only during that time
- Interview board and staff and issue survey on what we want
- Focus on cultural fit
- Attitude testing
- Time 90-120 days
- Two Prescreen test
  - Written
  - Face to Face
- Will be present during board interview with candidate