

**KVCS Board Meeting
October 21, 2021**

Board members present: Diana Barnhart, Sally Lammers, Beth Hoinacki, Bill Mahr (6:50pm)

Board members absent: none

Others present: Jamon Ellingson, Wren Huff

Start time: 6:40pm

Discussion on executive director position and input on the qualities and qualifications of the position:

Need to declare the position vacant at a particular date in open board meeting; Sally reported we are looking at the 12th of November as Jamon's last day. He will be available to answer questions and be a resource after that date. Sally declared the executive director position at KVCS vacant as of end of day Friday the 12th of November. Sally reported we have several legal steps required for filling this vacancy; solicit public input (done in a survey and during meeting); need to establish policy for hiring the position; establish timeline for filling the position (ED and/or interim). Reviewed draft job description; reviewed qualities and qualifications desired for ED. Finalized draft of job description. Diana moved to approve the job description; Bill seconded. Vote 4-0-0.

Reviewed our current policy for hiring an ED: We likely cannot hold a social night as part of the hiring process; need to rethink community engagement as part of the process, create new venue for community interaction. Agreed the general policy aside from the social night is still appropriate. Bill moved to approve the temporary KVP2001b policy for hiring an ED during covid. Beth seconded. Vote 4-0-0. We need to post as soon as possible and will list the job as open until filled. We will determine the rest of the timeline as we receive applicants. Bill moved to approve the timeline for posting. Diana seconded. Vote 4-0-0.

We need to establish a process by which we would hire an interim director. There are pros and cons to hiring an interim director. Discussed qualifications and qualities of a potential interim director. Agreed these are mostly the same as for the permanent position. Hiring an interim position does not require posting; we can solicit individuals. This individual could also then apply for the permanent position. Beth moved to approve the job description for the interim executive director as the same as the permanent ED. Bill seconded. Vote 4-0-0. Diana moved to approve the policy and timeline for hiring an interim ED as established in the meeting. Bill seconded. Vote 4-0-0.

Sally mentioned we may need a plan b in place should we get to Nov. 12th without an ED or interim. We will not establish tonight but may need to revisit closer to the Nov. 12th date.

Sally will report to the community the results of this meeting as well as take care of posting the job descriptions.

Meeting adjourned: 8:42pm