

NOTICE OF MEETING

Evangeline Parish Library Board of Control Search Committee

The Evangeline Parish Library Board of Control Search Committee will meet on Thursday, March 1, 2018, at 9 a.m. in the Genealogy Room at the Main Library in Ville Platte. The meeting is open to the public. An agenda is available below. This notice and agenda will be posted at the circulation desk of the Main Library.

SEARCH COMMITTEE MEETING AGENDA

Thursday, March 1, 2018

9:00 a.m. at Main Library

916 West Main Street, Ville Platte, LA

- I. Opening Business
 1. Call to order—Committee Chairwoman Gaynelle Coates
 2. Roll call, welcome of any guests, public comments
 3. Approval/Amendment of Agenda
 4. Minutes of previous meeting (Jan. 23, 2018)

- II. Old Business
 1. Revision of initial screening checklist, with motion to accept additional page of initial screening instrument

- III. New Business
 1. Motion to accept application screening instruments and scoring rubrics developed by committee chairwoman and director since previous meeting.
 2. Motion to give committee chairwoman and director authority to develop interview questions and interview scoring rubric before next meeting.
 3. Report on applications received (deadline was Feb. 28th).
 4. Working session to score applications received, first to determine which applications will not be moved forward to full board interview, any discussion or issues, then to score remaining applications in more detail.
 5. Motion to send letters to applicants whose applications will not be considered further, preparation of letters.
 6. Motion to send letters to applicants whose applications will be considered further, preparation of letters.
 7. Assignment to search committee members of recommendations to follow up on for each applicant whose application is to undergo further consideration. If essay questions, recommendations, and employment verification are satisfactory, these applicants will be recommended to the full board for the scheduling of an interview. Meeting to discuss recommendations and interview scheduling is March 20, 2018.
 8. Motion to adjourn.