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**Nominating Committee Special Meeting Minutes
Tuesday, February 26, 2019, 10:00am
Russell Library Hubbard Room**

Attendees: Taneisha Duggan, Jennifer Hadley, Tisha Zawisky

1. Call to Order - Trustee Duggan called the meeting to order at 10:02 am.

2. Public Comments - No members of the public were present

3. Approval of Minutes

a. MOTION: Approve Nominating Committee meeting minutes of November 5, 2018 and January 7, 2019 - Trustee Hadley made the motion to approve the minutes; Trustee Zawisky seconded the motion. Minutes unanimously approved.

4. Old Business

- a.** City appointment update - Trustee Duggan met with the Mayor's office; two appointees, Edward Ford, Jr. and Shanay Fulton, will be submitted at the upcoming Common Council meeting.
- b.** Company appointment update - Met with a possible appointee; still others to meet. Must look at board needs including financial experience.
- c.** Board chair nomination - Committee will put forward Trustee Wisneski as board chair at the March meeting.

5. New Business

- a.** Governance strategies and nominating committee - Discussed the need to look at committee structure; with so much overlap and a limited number of board members, this would result in efficiencies. Would be appropriate to discuss at an upcoming board meeting.

- b. Company member nominations and recruitment - Discussed ongoing need to recruit new company members and greater engagement of the company members.
- c. On-boarding new members (company and board) - Discussed information needed for new board members; Trustee Duggan will contact Joy Collins about documents needed including bylaws, list of board members, other documents as needed. Past board members were given strategic plan, CT library trustee manual. Trustees Hadley and Zawisky will look into the materials they were provided when they joined the board. Trustee Duggan will contact Director Ramona Burkey to schedule a library tour.

6. Set date for next Nominating Committee meeting - March 26th, 6:00 pm.

7. Adjournment - Motion to adjourn made by Trustee Zawisky and seconded by Trustee Duggan; approved unanimously; meeting adjourned at 11:30am.

Respectfully submitted,


Tisha Zawisky