



# Executive Director Hiring Committee Amended Meeting Agenda

**Date:** Wednesday, October 25<sup>th</sup>, 2017

**Time:** 3:00 p.m. – 5:00 p.m.

**Location:** Goodwin Library (Economy Building)

**Committee Members:** Rico Quirindongo (Chair), Matt Hanna, Gloria Skouge, Colleen Bowman, Jim Savitt, Mark Brady

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<b>3:00pm</b>	<b>I. Administrative</b>	<b>Chair</b>
	A. Approval of Agenda	
	B. Approval of the October 4 <sup>th</sup> , 2017 Executive Director Hiring Committee Meeting Minutes	

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<b>3:05pm</b>	<b>II. Announcements and or Community Comments</b>	
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<b>3:10pm</b>	<b>III. Closed Session</b>	<b>Chair</b>
	A. Review and Selection of Semi-Finalists, <i>RCW 42.30.110 (1)(g)</i>	

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<b>4:50pm</b>	<b>IV. Community Comments</b>	
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<b>5:00pm</b>	<b>V. Adjournment</b>	<b>Chair</b>
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# Executive Director Hiring Committee Meeting Minutes

**Wednesday, October 4<sup>th</sup>, 2017**

**4:00 p.m. to 5:00 p.m.**

**Elliott Bay Room**

**Committee Members Present:** Rico Quirindongo (Chair), Gloria Skouge, Mark Brady, Colleen Bowman, Jim Savitt, Matt Hanna

**Other Council Members Present:**

**Staff/ Consultants Present:** Fred Pabst, Aliya Lewis

**Others Present:** Howard Aller, Bob Messina, Joan Paulson, Chris Scott

The meeting was called to order at 4:04 pm by Rico Quirindongo, Chair.

## **I. Administration**

### **A. Approval of the Agenda**

*A Friendly amendment was made to the agenda correcting the imbedded times after which the agenda was approved by acclamation.*

### **B. Approval of the September 27<sup>th</sup>, 2017 Executive Director Hiring Committee Meeting Minutes**

*The September 27<sup>th</sup>, 2017 Minutes were approved by acclamation.*

## **II. Announcements and Community Comments**

None.

## **III. Review Formatted Position Specification**

Fred Pabst briefly noted candidate outreach, the need for updated contact information and that the input received for the position specifications. Pabst opened the floor for the committee to state any comments or concerns on stakeholder outreach.

Rico Quirindongo noted a number discrepancy on the contact information for stakeholders at the Market.

There was discussion about the number discrepancy and contact information updates that followed.

## **IV. Report on Candidate Outreach**

Fred Pabst reported on the proactive style Herd Freed Hartz (HFH) takes in regards to preliminary candidate outreach and noted that preliminary interviews have been scheduled for next week. Pabst handed out a copy of the position statement to the committee and public. This

version of the position statement has been updated with inputs and edits received and that the printed version is not the best reflection of how it will appear online.

Matt Hanna suggested taking some time to read the full document.

Rico Quirindongo asked for the meeting to resume at 4:20 p.m.

Howard Aller remarked that a man by the name of Mike Smith had been contacted by Herd Freed Hartz and that there is some type of missed connection.

Fred Pabst noted that the situation will be figured out.

Rico Quirindongo resumed the meeting and suggested several edits to the document, including removal of the Seattle Weekly link and spelling out Emotional Quotient (EQ).

There was a discussion on layout, syntax and grammatical revisions to the document that followed.

Rico Quirindongo posed a procedural question around approval.

Fred Pabst stated that he is comfortable with using a draft of the position statement until it is formalized and that the timeline for candidate outreach is moving along well.

Rico Quirindongo asked Aliya Lewis to send out a revised version of the position to the committee once it has been updated by Fred Pabst.

Mark Brady stated that he would like to see a cutoff date.

There was a discussion that followed.

## **V. Community Comments**

Chris Scott asked if the hyperlink is a direct link to the Constituency website instead of a link to the blurb on the Pike Place Market website.

Fred Pabst noted that he would confirm that for Chris Scott.

Bob Messina suggested including something about the aquarium at the base of the Pike St Hillclimb with the overlook walk on page 5.

Joan Paulson noted several punctuation edits, additions to text, order of priorities, and the history of the Market.

Howard Aller noted several syntax and grammar edits.

There was a discussion on the importance of edits to the position statement and the proper time to address proposed revisions.

Jim Savitt suggested Rico take the edits and do what he wish with them.

**VI. Adjournment**

The meeting was adjourned at 4:47 p.m. by Rico Quirindongo, Chair.

Meeting minutes submitted by:

Aliya Lewis, Communications & Marketing Coordinator