

# SPECIAL BOARD MEETING MINUTES

**(Location:Elk River Library- 6:30PM-7:30PM)**

## TRM Agenda

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*January 28, 2019 | 6:30pm | Call to order 6:43pm*

*Elk River Library*

*Attendees: Janell Johnson Thiele, Lisa Andrican, Angela Guse, Chris Castagnaeri*

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### Next meeting:

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**\*\*\*Tuesday, Feb. 19th, 2019| 6-8 at the Elk River Perkins\*\*\***

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### Board

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Pursuant to our Bylaws, in order to take action on the following items, I am calling a special meeting on Monday, Jan. 28, 2019, from 6:30am-7:30pm at the Elk River Library. No other items will be discussed, and no new business will be addressed.

1. Special Meetings. Special meetings of the Board of Directors may be called at any time for any purpose by the Board Chair. The Board Chair shall call a special meeting of the Board of Directors upon the written request of one-third (1/3) of the Directors.
  - a. *Special Meetings.* Written notice of the date, time, place and purpose of a special meeting shall be delivered to each Director, posted on the principal bulletin board of the Corporation and mailed or otherwise delivered to each person who has filed a written request for notice of special meetings with the Secretary. This notice shall be posted and mailed or delivered at least three (3) business days before the day on which the meeting is to be held.

#### **1. Discussion of candidates for startup Coordinator position**

The startup coordinator position was posted on the website on January 10, and was posted for 18 days. During the posting there were 2 eligible applicants for the startup coordinator position. One applicant is a current TRM board member. All board members with the exception of applicants were provided with both candidates cover letter and resume for review prior to the interview process. The TRM hiring committee established during a Special Board meeting on 12/30/18 interviewed both candidates on Thursday, January 24th 2019 at the Elk River Library. The hiring committee provided a summary of the candidates answers to interview questions to all board members with the exception of applicants for review.

#### **2. Discussion of position offer details**

The recommendation of the hiring committee was to offer the position to both candidates in a job share. Details on compensation were discussed and agreed upon by all present board members. Angela motioned to offer a shared position to both candidates. Lisa seconds motion, no one opposed and the motion passed unanimously.

**3. Offer of startup coordinator position**

The board agreed to have Janell call both candidates to offer the start up coordinator position as agreed upon during the special meeting. The board recommends we meet again if either or both candidates decline the position.

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**Motion to adjourn 7:20pm**

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