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**Board of Directors Special Meeting Minutes
November 6, 2023**

**In Attendance,
Members**

Les Mauch, Chairman
Jeff Ramaj, Secretary/Treasurer
Virginia Bodyfelt

Staff & Guests

Mary Seppie, Director

Absent

Joe Zanetti, Board Member
Steve Shea, Vice-Chairman

Introductions

Mr. Mauch called the meeting to order at 5:15 with introductions.

Current Business

Review Applications received for Director Position

Adjourn Regular Session

Ms. Bodyfelt made a motion to adjourn the regular meeting at 5:16 p.m. and move into an Executive Session. Mr. Ramaj second. Ms. Seppie left the meeting.

Executive Session

An executive session was held to discuss and narrow down the applicants for the Director Position. Ms. Bodyfelt made a motion to adjourn the executive session and reconvene the regular meeting at 6:30 p.m.

Re-convene after Executive Session

Ms. Seppie returned to the regular meeting. The Board told Ms. Seppie that they had narrowed the applications down to three possible applicants for the Director position. They provided Ms. Seppie with a list of 10 interview questions and asked her to review it and add any others she thinks are applicable. Ms. Seppie will review the questions and add any others and then Ms. Bodyfelt will type them all up so they can be asked during the interviews. They also provided Ms. Seppie with possible interview times for the applicants and asked her to contact the three applicants to see if any of the times would work for them. Ms. Seppie asked the Board what they wanted to do if none of the times would work and a decision could not be made in the Monday, November 13th meeting. She asked if the Board would then want a special meeting to formally announce which candidate they would like to offer the position to, since the next Board meeting would not be until December 11th. The Board said that they will wait until they see if the current interview times will work. If they cannot do the all of the interviews and make a decision to be announced at Monday's meeting on the 13th they will let Ms. Seppie know and will give her a date for a special meeting.

Adjournment

Mr. Ramaj made a motion to adjourn the meeting. Ms. Bodyfelt second. Mr. Mauch adjourned the meeting at 6:48 p.m.

Lester Mauch, Chairperson _____

Jeff Ramaj, Secretary/Treasurer _____

Mary Seppie, Recording Secretary _____