

Executive Director Selection Committee Minutes -

February 24, 2021 – 2:00pm – 3:30pm

Conference Call-In and Join.Me and Zoom

Committee Members call in: Ryan Sandhu, Micah Brown, Nate Rivera, Melanie Lewis, Phil Boyle, Dawn Hickson & Kitty O'Keefe

Guest call in: Konstantin Chumachen/Utilique and Linsay Demko/CNCG

Agenda

- 1) Announcements and Introductions
 - a) Introductions were made at 2:01pm
 - b) Nate moved to accept the minutes from 02/12/21 and Phil 2nd the motion. Minutes were accepted. Kitty to post on website.
 - c) Chair Statement: Ryan stated the committee's purpose is to bring an Executive Director on board for the OUNC. Today's meeting is to discuss the offer letter top candidate for Ex Director.

- 2) Old Business –
 - a) Ryan shared with members that last week he, Dawn and Kitty had a call with Holly Moss at TBC to discuss payroll for a new employee and basic service cost.
 - i) TBC will help set up an OR employer ID#.
 - ii) Kitty contacted Marie Hansen Wagnier and she and her team will help set up workers comp on the OUNC liability insurance. More details to come.
 - iii) Ryan will bring to full board for approval to move forward using TBC.
 - iv) Ryan thanked guest for joining, then said goodbye.

- 3) New Business -
 - a) Executive Session was held in accordance with ORS 192.660(2)(a) at 2:27pm
 - b) Public meeting opened at 3:32pm
 - i) Nate made a motion that Ryan and Micah move forward with the offer letter. Melanie 2nd; motion approved unanimously.
 - ii) Ryan shared the top candidate offer letter was discussed. Ryan and Micah will contact the candidate and present the offer letter.

- 4) For the Good of the Order – A thank you to Ryan for his endless efforts in this process and to all the members for continued participation.

- 5) Next Meeting - tbd

Meeting adjourned at 3:37pm. Minutes submitted by Kitty O'Keefe on 2.25.21