



MINUTES
Virtual Board of Directors' Meeting
February 28, 2023

The meeting was called to order at 4:01 p.m. by the Chairperson of the Board, Mr. Jeffrey Laing. The following were present:

Board of Directors: Mr. Albert J. Christopher, Agawam
 Ms. Aimee Dalenta, East Longmeadow
 Ms. Lisa Murray, Hampden-Wilbraham Regional
 Ms. Mary Keane, Longmeadow
 Mr. Jeffrey Laing, Ludlow
 Ms. Erika Emmelmann, Southwick-Tolland-Granville Regional
 Ms. Diana Coyne, West Springfield

Guests: Dr. Margaret Frieswyk, NESDEC Senior Search Consultant

Dr. Frieswyk gave a brief history of the experience she brings to the process and an overview of how NESDEC will conduct the search process for an executive director.

It was determined that Mr. Laing will be the official spokesperson and Ms. St. John will serve as liaison. The group reviewed the posting for the position and after discussion, Ms. Emmelmann moved to approve the letter with revisions discussed. Ms. Murray seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Murray, Ms. Keane, Mr. Christopher, Ms. Dalenta. Ms. Coyne, and Mr. Laing. Approved unanimously.

Discussion of focus group in person outreach on April 6 and online survey. Application deadline of May 1. Dates were chosen for screening committee meetings, preliminary interviews, and finalist interviews.

Ms. Coyne left the meeting at 4:59 p.m.

Dr. Frieswyk discussed that when finalists have been identified, they will be given an agreement in principle and site visits and reference checks will need to be made.

Ms. Keane left the meeting at 5:13 p.m.

The group further reviewed the timeline for each stage in the process.

Mr. Christopher moved to adjourn the meeting at 5:21 p.m. Ms. Emmelmann seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Murray, Ms. Keane, Mr. Christopher, Ms. Dalenta. Ms. Coyne, and Mr. Laing.

6/21/23
(date)

Diana Coyne
, Clerk

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