

## **Proposed Agenda – September 8th Special Meeting**

Affirm the Board does not wish to hire a Management Services Firm

Affirm the Board wishes to engage an employee search firm to conduct the search for a GM

Decide whether to solicit firms other than the ones having submitted prospectus

if so – how to go about process and make selection – timeline

If no further solicitations to be sought proceed to discussion of the four firms presenting prospectus

decide on whether to interview one or more of these firms – timeline

Decide on date to meet with selected provider to begin search process

review of job description (see below)

Decide whether to appoint a committee of the Board/Owners to work with search firm

composition and number of committee – how many board members, how many owners

select board members

decide on how to go about solicitation and selection of owner members – timeline

Discuss review of job description and employment contract

whether to set up an ad hoc committee of board to review, rewrite both

whether to solicit owners with expertise in human resources to advise on review

have ready for presentation to selected search firm - timeline

Discuss ways in which owners/residents can be kept informed of progress - informational vehicles

decide whether to hold future Town Hall Meetings or perform survey

Discuss under what circumstances it might be advisable to hire an interim manager

Discuss how to proceed with formulation of FY2023 Budget