



Nominating Committee
March 17, 2021

AGENDA

- I. **Zoom Instructions**
- II. **Call to Order**
Chair Ali called the meeting to order at 7:35 P.M. (All members present).
- III. **APPROVAL OF MINUTES OF PREVIOUS MEETING:**
Motion was made by Councilor Fournier and seconded by Councilor Mavodones to approve the minutes of February 23 & 24, 2021. Passage 4-0.
- IV. **Boards and Commission Update**

- a. **City's Website update**
 - Timeline for submitting Interview questions, resumes before interviews**
 - Public Discussion of Questions**
 - Alignment of Questions with positions and responsibilities**
 - Applicants applying for multiple seats**

Interview Questions

The City Clerk will send to the staff members of each Board and Commission, their interview questions and ask them to reduce the questions to three.

This will allow questions to be consistent and staying within the 10 minute time frame.

Applying to more than one Board or Commissions.

Applicants who have applied for several Boards or Commissions will be interviewed at separate times, and will need to provide a cover letter for each Board or Commission.

Boards and Commission website design.

Jessica Grondin, Communications Director, illustrated what she has currently accomplished on the website page for Boards and Commissions.

We will be working on making which seats the public can apply easier to understand. We are also working on a hyper-link connecting the boards webpage to the specific Board or Commission.

V. Adjournment

Motion was made by Mayor Snyder and seconded by Councilor Fournier to adjourn. Passage 4-0 at 8:17 PM.

A TRUE RECORD

Katherine L. Jones, City Clerk