



# Agenda

**Cultural Council of Greater Jacksonville  
Search & Transition Committee Meeting**  
Thursday, February 4th, 2021  
3:00 PM - 4:00 PM ET

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**Google Meet Link/Code:** [meet.google.com/mbz-hjwx-hdz](https://meet.google.com/mbz-hjwx-hdz)

**Phone Number:** (US) +1 413-685-2765 **PIN:** 306 868 999#

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|---|---|
| <input type="checkbox"/> Lisa Johnson, Committee Chair  | <input type="checkbox"/> Michael Boylan, City Council Liaison |
| <input type="checkbox"/> Ari Jolly, Committee Member    | <input type="checkbox"/> Kirsten Doolittle, Committee Member  |
| <input type="checkbox"/> Kemal Gasper, Committee Member |   |

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## A. Call to Order

## B. Approval of Minutes

- [1.12.21](#) - [1.14.21](#)
- If these links do not work for you, these documents are also available at <https://www.culturalcouncil.org/transparency.html> .

## C. Overview of Applicant Pool

- Top 10 candidates and Runners-up

## D. Discuss process for initial interviews

- 30-minute interviews with built-in review/debrief/breaks
- Use of video conferencing
- Scheduling options and committee member availability

## E. Evaluation document for initial interviews

- Finalize final interview questions

## F. Schedule next meeting to follow initial interviews

- Next meeting's order of business
  - Selection of finalists
  - Prepare for and finalize process/details for final interviews
  - Establish subcommittee to work on job offer details

## G. Other Business

## H. Closing

### Attachments:

[Applicant Screening Template](#)

[Candidate Interview: Phone](#)

[Candidate Interview Guide](#)

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