



Agenda

**Cultural Council of Greater Jacksonville
Search & Transition Committee Meeting**
Thursday, February 25th, 2021
4:00 PM - 5:00 PM EST

Google Meet Link/Code: meet.google.com/rzb-gmzo-gpi

Phone Number: (US) +1 657-233-7895 PIN: 450 124 724#

- | | |
|---|---|
| <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 | |

A. Call to Order

B. Approval of Minutes

- [2.12.21](#)
- If these links do not work for you, these documents are also available at <https://www.culturalcouncil.org/transparency.html> .

C. Selection of Candidates for Final Interviews

- Scoring matrix with comments (previously sent by Director Johnson)
- Suggested follow-up with additional candidates

D. Review Process for Final Interviews

- Zoom and/or In-person
 - o COVID concerns/travel restrictions
 - o Travel budget? Impact on organizational budget
- One hour per interview with additional 30-minute debrief
- Scheduling
 - o Committee and Board Chair Availability
- Public Notice?
 - o Finalists notified if so
- Staff request/question regarding input or involvement in process
- Final interview questions ([attachment](#))
- Finalist – Candidate Evaluation Matrix ([attachment](#))

E. Review Overall Timeline

F. Set Agenda Items for Subcommittee on Job Offer/Compensation Package

- Tentative members (Ari Jolly – Governance Committee; Kirsten Doolittle – Finance Committee)
- \$90k-\$130k advertised, commensurate with experience
- Discuss method for checking references; background check

G. Next Steps

H. Scheduling the next meeting following final interviews

I. Any other Business

J. Adjourn

Attachments:

[CCGJ Search Committee Minutes \(02/12/21\)](#)

[Appendix D - Candidate Interview Guide - Onsite \(Rev3\)](#)

[Appendix D - ED Candidate Evaluation Matrix](#)