Nominating Committee

Minutes

August 1, 2012

Present: Debbie Blake, Benita Lind, Shannon Caldwell, Ann Smits, Elsie Speed

Staff: Germaine O’Connell

Guests: Ruth Caldwell

The committee reviewed the Conference Call notes from April 26, 2012. No corrections noted.

Policy and Procedures:

Reviewed the Draft Policy and Procedures and made recommended changes, as attached. Also discussed the use of a few key questions in the application process – attached.

MOTION: Blake/Caldwell: to approve the Draft nominations Policy and Procedure and present to the Executive Committee for inclusion on the September SILC agenda for action. Vote passed unanimously.

Application packets:

The committee reviewed the suggested accompanying letters to any potential applicant:

* Recruitment Cover letter – attached
* Processed Application Cover letter – attached
* Processed Application Cover letter if application not accepted – attached

MOTION: Caldwell/Speed: Approve letters as corrected by committee on this date. Vote passed unanimously.

Next Steps:

* Get input from full SILC regarding Policy and Procedures
* Review attached letters for final input
* Review attached Application questions for input

Next meeting:

September 20, 2012 10 am at Independence Place, 1093 South Broadway, Suite 1218, Lexington, KY