

**NORTHWEST COLLEGE BOARD OF TRUSTEES  
MINUTES OF SPECIAL MEETING**

November 4, 2021

- MEMBERS PRESENT:** Treasurer MS. CAROLYN DANKO; and Trustee MR. JOHN HOUSEL
- MEMBERS ABSENT:** President DR. MARK WURZEL; Vice President/Secretary DR. LARRY TODD; Trustees MS. TARA KUIPERS; Mr. BOB NEWSOME, MR. DUSTIN SPOMER
- OTHERS PRESENT:** Additional members of the Presidential Search Committee: MR. DEE HAVIG; MS. DEB JACOBS; MR. BRYAN LEE; MS. JENNIFER LITTERER-TREVIÑO; DR. AMY MCKINNEY; MR. SHAMAN QUINN; MS. AMY SOLOMON; MS. MARIA STRINGARI; MS. JILL ANDERSON, HR Director/Ex Officio; MS. SHELBY WETZEL, Ex Officio; Additional Attendees: MR. DAVE ERICKSON; MS. TRACY GASAWAY; MS. CAREY MILLER; MS. NANCY MILLER; MS. LINDA SPOMER; MR. KEVIN KILLOUGH, *Powell Tribune*; and MS. KELI BORDERS, Executive Secretary to the President and Board of Trustees.
- CALL TO ORDER:** A special meeting was held by the Northwest College Board of Trustees on November 4, 2021, beginning at 3:39 p.m. via Zoom.
- DISCUSSION:** HR Director Jill Anderson and Marketing and Communications Director Carey Miller shared a preview of the Presidential Search website. HR Director Anderson reviewed the application process, and demonstrated how committee members will access applications. HR Director Anderson then suggested various methods for reviewing and ranking candidates in preparation for the January meeting in which semi-finalists will be identified.
- Trustee HouseL suggested a subcommittee be formed in order to develop interview questions for the finalists. Search Committee members are asked to contact HR Director Anderson by 5:00 p.m. on 11/10/2021, should they wish to serve on the subcommittee.
- A ADJOURNMENT:** The special meeting ended at 4:54 p.m.

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LARRY TODD, Vice President/Secretary

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Date