

ANN ARBOR DOWNTOWN DEVELOPMENT AUTHORITY
Executive Committee Meeting
Wednesday, June 30, 2021

Place: Virtual Meeting: Zoom link:
<https://us02web.zoom.us/j/84995552782?pwd=UjVYcVpoaXBRZ1c1MXd2RIJETGFpdz09>
Phone: 877-853-5257 (Meeting ID: 849 9555 2782 Passcode: 566555)

Time: 10:30 am

Present: Tyler Kinley, Marie Klopf, Jessica A.S. Letaw, Darren McKinnon, Maura Thomson (ex officio)

Absent: None

Staff: Sara McCallum, Kelley Graves

Public: Members of the public were on the Zoom meeting but did not identify themselves.

Note: As required by the amended OMA, all members stated they were attending remotely and were doing so from Ann Arbor with the exception of Ms. Klopf who was attending from Manistee, Michigan.

After roll call, Ms. Letaw stated that the Executive Committee meeting would be conducted in two separate sessions—an open and a closed session. She said the Committee would review the Executive Director Recruitment Report in a closed session because the applicants have requested confidentiality, which is a permissible reason for a closed session under The Open Meetings Act. *[Under the MCL 15.268, The Open Meetings Act, Section 8(f): “To review and consider the contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential.”]*

It was stated, the DDA Board is authorized by PA57 to “employ and fix the compensation of a director, subject to the approval of the governing body of the municipality.” To this end the DDA Board has charged the Executive Committee with carrying out some of the tasks necessary in this process.

Agenda Review: The Committee reviewed the July board meeting agenda.

Public Comment: Due to the earlier start time and the open and closed session, a second public comment section was provided to ensure the public had adequate opportunity to speak. No comments received.

At 10:38 am, Ms. Letaw moved and Ms. Klopf seconded the motion for the Executive Committee to go into closed session to review the Executive Director Recruitment Report.

A consent vote on the motion showed:

Ayes: Kinley, Klopf, Letaw, McKinnon

Nays: None

Absent: None

The motion passed.

The Committee returned to the open session at 11:50 am.

Ms. Klopf moved and Mr. McKinnon seconded the following resolution:

RESOLUTION TO SELECT A SLATE OF CANDIDATES
FOR EXECUTIVE DIRECTOR FIRST ROUND INTERVIEWS

Whereas, The DDA Board in its Resolution of September 2, 2020 did authorize its Executive Committee to carry out tasks related to the search and selection of an executive director;

Whereas, The DDA Board in its Resolution of January 6, 2021 did enter into an agreement with GovHR to assist the DDA with its search for an executive director;

Whereas, GovHR did provide the Executive Committee with a Position Advertisement, an Advertisement Plan/Budget, a Position Description, and a Recruitment Brochure for their approval, and the Executive , Committee did approve those documents at their meeting of April 7, 2021 and did authorize GovHR to implement them in their efforts to prepare a Recruitment Report from which the Executive Committee may select a slate for first round interviews;

Whereas, GovHR has presented a Recruitment Report for the Executive Committee's review asking that they select a slate of candidates for first round interviews to be conducted by the Executive Director Search Committee on July 12 and July 13;

Whereas, The applicants being given consideration did make request that their application remain confidential, which is a permissible reason for a closed session under The Open Meetings Act, MCL 15.268, Sec. 8(f);

Whereas, The Executive Committee did review the Recruitment Report provided by GovHR in a closed session on June 30, 2021;

RESOLVED, The DDA Executive Committee selects the following candidates and authorizes DDA staff and GovHR to schedule first round interviews with them before the Executive Director Search Committee on July 12, 2021 and July 13, 2021, for the purpose of selecting the candidates who will move forward to interview with the full DDA Board on August 3, 2021:

SLATE OF CANDIDATES

Candidate #1
Candidate #2
Candidate #3
Candidate #5
Candidate #9
Candidate #10

A consent vote on the resolution showed:

Ayes: Kinley, Klopf, Letaw, McKinnon

Nays: None

Absent: None

The resolution was approved.

Public Comment: None.

Adjournment: There being no other business, the meeting adjourned at 11:58 a.m.

Respectfully submitted, Maura Thomson, Interim Executive Director