

# MINUTES

## Crawford County Commission on Aging & Senior Center Executive Director Search Committee

Location: Crawford COA & Senior Center  
4833 West M-72 Hwy, Grayling, MI 49738  
December 3, 2024 ~ 9am

Chairperson – Paul Compo  
Recorder – Alice Snyder

9:00am

- Call to Order
- Attendance – Paul Compo, Alice Snyder, Laurie Jamison, Shannon Sorenson (Mark Ostahowski absent with notice)
- Deadline to apply was November 27<sup>th</sup>. Reviewed additional resumes received after last meeting. Six virtual interviews are scheduled for Thursday, December 12<sup>th</sup> starting at 8:00am.
- Committee reviewed and completed the interview questions. Mark will be the lead to ask questions.
- Next steps of recruitment process were discussed. Committee will narrow down candidate pool. Final candidates will be invited to Grayling for a ½ day tour before final interviews with the full board in January. Tour will include both Grayling and the Commission on Aging. A lunch with management will also occur. Final interviews will occur at a special meeting in January. Candidates will be required to bring references to the final interview. Offer will be made to top candidate contingent of checks.
- Next Meeting for first Interviews will be December 12, 2024 at 8am.

10:10am – Meeting Adjourned