

**SPECIAL MEETING
VILLAGE OF FRANKLIN
VILLAGE COUNCIL
VILLAGE HALL- BROUGHTON HOUSE
32325 FRANKLIN ROAD
FRANKLIN, MICHIGAN
August 2, 2010, 5:30 P.M.**

**WORKSHOP TO DISCUSS
SHORT AND LONG TERM ACTION PLANS**

I. CALL TO ORDER

The Workshop to discuss Short and Long Term Action Plans was called to order by President Fred Gallasch at 5:30 P.M. at the Franklin Village Hall.

II. ROLL CALL

Present: Mike Seltzer, Mark Jahnke, Fred Gallasch, Bill Lamott, Steve Rosenthal, Jim Kochensparger
Absent: Brian Gettel (excused)
Also Present: Robert Hamilton, Executive Search, Michigan Municipal League
Eileen Pulker, Village Clerk

II. PRESENTATION

Gallasch gave a short background of events and purpose of the Workshop. Jahnke introduced Robert Hamilton of Michigan Municipal League (MML) to the Council.

Hamilton discussed how he conducts a search for a city/village manager and what he would do for the Council.

1. Develop a profile of what the Council is looking for in the ideal Manager.
2. Develop a profile of the community.
3. Develop an ad which the Council would approve and place it in various networks.
4. Review the resumes, send out a questionnaire of 14-15 questions to the possible candidates, bring a short list of 7-8 candidates to the Council, and assist with the interviewing.
5. Once a decision is made, a full background check would be performed.
6. Assist in the contract negotiations, if the Council would like.

He would develop a "Search Calendar" for the Council, i.e., a couple weeks to develop the Manager and community profiles and write an ad, about 4 weeks for the ad to run, study the resumes, and hopefully start the interviewing process in early October.

Hamilton provided the Council members with a check list that he uses for assessing the candidates and asked that each member fill out his own questionnaire so that the next time they meet he would have a better idea of what qualities the Council wants. He will also email the sample questions that he asks the candidates to Pulker who will distribute them to the members.

Jahnke suggested that the Council approve the hiring of Mr. Hamilton at the August regular

meeting on Monday, August 9, 2010.


Another Special Meeting was scheduled for Tuesday, August 10 at 6 P.M., (later changed to 5:30 P.M.)

III. ADJOURNMENT

Meeting was adjourned at 7 P.M.

Respectfully Submitted,

Gail Beke


Eileen H. Pulker, Clerk

H. Frederick Gallasch, President