

MINUTES OF AN INFORMAL MEETING OF THE HATTIESBURG TOURISM COMMISSION BOARD MEMBERS & MANAGEMENT

Minutes of an informal (non-quorum) meeting of Board Members of the Hattiesburg Tourism Commission of the City of Hattiesburg, Mississippi, held at the Lake Terrace Convention Center on:

June 23, 2017

On the 23rd day of June, the Board Members of the Hattiesburg Tourism Commission met in an informal (non-quorum) meeting at the Lake Terrace Convention Center. The meeting was called to order at **10:30 a.m.** by Frank James III, Chairman. The following Members of the Board were found to be present:

PRESENT

Frank James
Shelia Varnado
Marshall Bell

ABSENT

Bonnie Warren
Anthony Harris

ALSO PRESENT

Richard Taylor, Management
Jessica Cathey, Administration
David Ott, Bryan Nelson
Nicole Newman, Searchwide (via conference call)

New Business

Frank James introduced Nicole Newman to the Board members present via Conference Call and disbursed the *Searchwide VisitHattiesburg™ Executive Director Executive Search Proposal*. Newman described the five steps of the search process. She explained that the company targets candidates that are not necessarily looking, but are open hearing about job openings. Searchwide pools from a source of candidates that may have ties to the proposed community. She further explained that background checks will be conducted on all candidates that are agreed upon as finalist.

The fee for Searchwide's services is thirty percent of the candidate's salary with a minimum of \$30,000.00. This fee is exclusive of the Leadership (DISC) assessments, travel, lodging, meals, etc. as listed in the proposal. Newman added that the DISC assessment could be waived (valued at \$125/applicant) and that there would not be a fee for her to travel unless she is requested for panel interviews. Additional fees must be approved by the Board and would be determined by the number of candidates chosen.

There was extensive discussion of the process and how Searchwide conducted its search on behalf of clients. Newman answered many questions and stated that process typically takes a minimum of three months.

With no other activities, the meeting was adjourned.

Hattiesburg Tourism Commission

Frank James III, Board Chair

Attested:

Richard Taylor, Executive Director

Hbg Tourism Commission Minutes