



FINAL

SPECIAL STUDY SESSION MEETING MINUTES

A Special Study Session meeting of the Farmington City Council was held on May 9, 2015, in Conference Room, Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 8:30 AM by Mayor William Galvin.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Greg Cowley	Councilmember	Present	
William Galvin	Mayor	Present	
JoAnne McShane	Councilmember	Present	
Steve Schneemann	Mayor Pro Tem	Present	
Jeff Scott	Councilmember	Present	

City Administration Present

City Clerk Halberstadt

2. APPROVAL OF AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Scott, Councilmember
SECONDER:	JoAnne McShane, Councilmember
AYES:	Cowley, Galvin, McShane, Schneemann, Scott

3. PUBLIC COMMENT

No public comment was heard.

4. REVIEW CITY MANAGER INTERVIEW PROCESS WITH MICHIGAN MUNICIPAL LEAGUE, KATHY GRINZINGER

Present: Kathie Grinzinger, Lead Executive Recruiter, Michigan Municipal League

Discussion was held regarding the format and guidelines for conducting the interviews. The interviews will be conducted as follows:

- From the predetermined list of 20 interview questions developed by Grinzinger, each Councilmember will ask the same four questions of each candidate, on a rotating basis.
- Each Councilmember will be allowed 15 minutes to ask their questions. The City Clerk will act as the timekeeper, alerting the Councilmember and candidate at the 5, 3 and 1 minute mark.
- Councilmembers will be allowed to ask follow-up questions.
- Fifteen minute break will be provided between each candidate.

Discussion followed regarding the specifics of each group of questions and how they were developed and grouped.

5. COUNCIL COMMENT

Schneemann noted the interview format seems rigid without the opportunity to ask questions outside of those that have been pre-determined.

6. ADJOURNMENT

1. Motion to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Steve Schneemann, Mayor Pro Tem
AYES:	Cowley, Galvin, McShane, Schneemann, Scott

The meeting adjourned at 8:55 AM.

William E. Galvin, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: _____