

**STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:**

A special meeting of the Buckhannon Colonial Arts Center Board was held on February 2, 2022 at 5:00 p.m. at City Hall in Council Chambers with the following in attendance:

Board Member, Chair	John Waltz	Present--virtually
Board Member, Vice Chair	Erika Kolenich	Present
Board Member	Randy Sanders	Present
Board Member	Alisa Lively	Present--virtually
Board Member	Keith Buchanan	Absent
Assistant Recorder & Director of Finance	Amberle Jenkins	Present

Board Member-Keith Buchanan recused himself from participating in the interview process due to conflict of interest since his son was to be interviewed.

*City of Buckhannon Colonial Arts Center Board  
5:00PM at City Hall in Council Chambers  
Special Meeting Agenda for Wednesday, February 2, 2022*

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- A. Call to Order
  - A.1 Moment of Silence
  - A.2 Pledge to the Flag of the United States of America
- B. Executive Session Per WV Code § 6-9A-4
  - B.1 Interview Selected Candidates for the Position of Managing Director
- C. Strategic Issues for Discussion and/or Vote
  - C.1 After Executive Session: Possible Action/Selection of Managing Director to Recommend to City Council for Consideration of Hiring
- D. Board Members Comments and Announcements
- E. Adjournment

Posted 01/26/2022

**A. Call to Order:** President Waltz called the meeting to order.

The following persons will be interviewed in executive session:

**INTERVIEW SCHEDULE 02/02/2022  
POSITION OF MANAGING DIRECTOR FOR THE COLONIAL ARTS CENTER  
VIRTUAL INTERVIEWS**

Please join from your computer, tablet or smartphone

<https://global.gotomeeting.com/join/143416325>

You can also dial in using your phone.: United States: **+1 (872) 240-3311** Access Code: 143-416-325

<b>5:00 -5:40 PM</b>	<b>JASON A. YOUNG</b>
<b>5:45 -6:25 PM</b>	<b>BRADY DUNN</b>
<b>6:30 -7:10 PM</b>	<b>K. SCOTT BUCHANAN</b>
<b>7:15 -7:55 PM</b>	<b>AARON WASHINGTON</b>
<b>8:00 - 8:40 PM</b>	<b>ANNE L. WILSON</b>

- B. Executive Session Per WV Code § 6-9A-4
  - B.1 Interview Selected Candidates for the Position of Managing Director

Motion Sanders/Kolenich to adjourn into executive session to interview potential candidates for the position of Managing Director for the Colonial Arts Center at 5:05 pm. Motion carried.

**C. Strategic Issues for Discussion and/or Vote**

**C.1 After Executive Session: Possible Action/Selection of Managing Director to Recommend to City Council for Consideration of Hiring**

The group reconvened to regular session.

The CAC Board Members wish to schedule preliminary in-person interviews with the following candidates:

- **JASON A. YOUNG**
- **K. SCOTT BUCHANAN**
- **AARON WASHINGTON**
- **ANNE L. WILSON**

These candidates will be contacted and be informed of the pay range and benefits that would be offered, if they were selected to fill the managing director position. Candidates that wish to continue, after hearing the pay and benefits, will be schedule for in-person interviews.

The interviews would include participation from at least two members of City Council as well as the CAC Board Members that are present.

**D. Board Members Comments and Announcements -None.**

**E. Adjournment- There being no further business to be transacted, meeting was adjourned.**

**Chairperson John Waltz**

**Vice Chairperson Erika Kolenich**