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**MINUTES OF THE SPECIAL MEETING
OF THE EMERALD ISLE BOARD OF COMMISSIONERS
MONDAY, DECEMBER 10, 2018 – 6:00 PM
TOWN BOARD MEETING ROOM**

1. Call to Order

The special meeting of the Emerald Isle Board of Commissioners was called to order by Mayor Eddie Barber at 6:00 PM in the Town Board Meeting Room.

2. Roll Call

Present for the meeting: Mayor Eddie Barber, Mayor Pro-Tem Floyd Messer, Commissioners Candace Dooley, Steve Finch, Jim Normile, and Mark Taylor.

Also, present during the special meeting: Interim Town Manager Randy Martin, and Town Clerk Rhonda Ferebee.

Also present for the meeting: Ellis Hankins, Sr. Vice President, The Mercer Group, Inc.

3. Adoption of Agenda

Motion was made by Commissioner Messer to adopt the Agenda. The Board voted unanimously 5-0 in favor. Motion carried.

4. Presentation by Executive Search Firm – The Mercer Group – Recruitment of Town Manager

Mayor Barber introduced Ellis Hankins, Sr. Vice President, The Mercer Group, Inc. the executive search firm selected to lead the recruitment efforts for the Town for a new Town Manager.

Ellis Hankins, Sr. Vice President, The Mercer Group, Inc. provided a PowerPoint presentation for the Board and public outlining the details of the Town Manager search process, and timeline, and provided the opportunity to receive citizen input on the desired background, qualifications, experience, and characteristics of a new Town Manager.

5. Public Comment

Tom Rule, 103 Howe Street, spoke of his recommendations for the desired qualifications of a future Town Manager with key points being financial expertise, skills in leadership, communication, project management, administrative and human resources, grant writing expertise, and someone who had managed in a resort type of environment.

1 Mayor Barber read aloud a note submitted by former Commissioner Maripat Wright, 10501
2 Wyndtree Drive, which outlined her recommendation of traits she felt were important in a
3 future Town Manager. Ms. Wright recommended someone with a great vision for the
4 possibilities with the ability to follow through and make the vision a reality, accessibility to all
5 citizens requiring lots of energy and great dedication, and networking skills leading to grant
6 writing opportunities. Ms. Wright noted that replacing Frank Rush would be a challenging job
7 but it was an important one.

8
9 Ellis Hankins noted that the first draft of the Emerald Isle recruitment brochure included many
10 of the qualifications mentioned. He added that he would work on revising his first draft to
11 include suggestions heard today.

12

13 **6. Board Discussion**

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15 Ellis Hankins fielded several questions from the Board about the search process.

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17 ***Motion was made by Commissioner Finch to accept the revised draft timeline for the search***
18 ***process. The Board voted unanimously 5-0 in favor. Motion carried.***

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20 **7. Adjourn**

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22 ***Motion was made by Commissioner Messer to adjourn. The Board voted unanimously 5-0 in***
23 ***favor. Motion carried.***

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25 ***The meeting was adjourned at 6:30 pm.***

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27 Respectfully submitted:

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31 Rhonda C. Ferebee, CMC, NCCMC

32 Town Clerk