



**FSU Dean of Libraries  
Search Committee Kick-Off Meeting  
Date: Wednesday, May 7, 2025  
11:00 am to 12:00 pm  
FSU Training Center, Conference Room 210**

**AGENDA**

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| <b>I. Welcome &amp; Introductions</b>             | <i>Dean Michelle Kazmer</i>                        |
| <b>II. Charge to the Search Committee</b>         | <i>Provost Jim Clark</i>                           |
| <b>III. Search Firm Introduction</b>              | <i>Jack Farrell, Jack Farrell &amp; Associates</i> |
| <b>IV. Sunshine Law Presentation</b>              | <i>Meg Yariv, Esq.</i>                             |
| <b>V. HR Requirements</b>                         | <i>Amy Espinosa</i>                                |
| <b>VI. Search Process Overview &amp; Timeline</b> | <i>Dean Kazmer/Jack Farrell</i>                    |
| <b>VII. Next Steps</b>                            | <i>Dean Kazmer/Jack Farrell</i>                    |
| <b>i. Finalize Position Profile</b>               |  |
| <b>ii. Advertising Strategy</b>                   |  |
| <b>iii. Future Meetings</b>                       |  |
| <b>VIII. Adjourn</b>                              | <i>Dean Michelle Kazmer</i>                        |