



# NORTHWEST FLORIDA STATE COLLEGE

## Memo

To: Board of Trustees

From: Lori Kelley, Chair

Date: May 21, 2024

Re: Executive Search Firm Submissions

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The Board will discuss the submissions from search firms seeking to provide the College with their services during the presidential selection process. Enclosed with this memo are:

1. The notice seeking search firms;
2. The list of search firm submissions;
3. The notice to search firms regarding trustees' questions;
4. A quick reference spreadsheet for information on each firm, which provides an informational overview of the proposals and response to questions;
5. Each firm's proposal; and
6. Each firm's response to trustees' questions.

After the Board's discussion at this meeting, ranking sheets will be provided to each trustee. Rankings will be due no later than May 29. Following receipt and calculation of rankings, the College will set interviews with three finalist firms to be held on June 18, 2024, to be held in person on the Niceville Campus.