



**NEW MARK COMMONS
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John B. Daroff
President

MEMORANDUM

Magnus Turesson
Vice President

TO: NMCHA Board of Directors
FROM: Search Committee
DATE: September 7, 2017
RE: Report on New Management Search

David Schwartzman
*Secretary /
Treasurer*

With the announcement of Administrator Jim Denny's retirement, the Board appointed a three-member search committee to identify a successor. The panel was comprised of Board President John Daroff and Board members Kathleen Moran and Alex Belida.

Alex Belida
Member

Alexandra Manolatos
Member

Their first tasks involved consulting with Jim and drafting a comprehensive position description for any potential individual applicant as well as a Request for Proposal for any management companies interested in working with New Mark. The committee also set up two email groups, one called "search" to solicit the views of New Mark residents and a second, "jobs", for actual applicants.

Kathleen Moran
Member

No resident of New Mark applied and just three residents sent in thoughts on the selection process.

Ellen Stein
Member

Ultimately the search committee received over 90 individual applications from outsiders and expressions of interest from four local management companies.

James H. Denny
Administrator

The committee reviewed the individual applications closely and selected what were considered the three most highly-qualified persons based on experience and credentials. They were invited for personal interviews that were held at the clubhouse.

All four management companies responded to New Mark with proposals. One later withdrew its bid, saying it had just taken on another community and felt it would be overextended. Of the remaining three, two sent representatives for site visits and to meet with the committee.

The search committee decided that none of the three individual applicants were suitable for the unique situation at New Mark. All three were accustomed to working with a fulltime staff in the communities where they were previously employed. None had the kind of one-person-does-it-all experience embodied by Jim. In addition, one of the three had a six-figure salary expectation, another, while very experienced, lacked credentials from the Community Associations

Institute and the third, perhaps the best candidate, lived two hours away and was interested in working from home part of the time.

Accordingly, the committee considered the only and best option for New Mark was to select a management company. The Committee forwarded two management company proposals to the Board. The Board met with representatives of the selected companies. That meeting was held Monday, August 28th at the clubhouse. Because it was a meeting dealing with personnel matters, the Board, in accordance with existing regulations, made it a closed session but decided to submit a full report to the community at this regular Board meeting.