



REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 12, 2024

AGENDA ITEM: Consider accepting the resignation from Barbara Baird from her position as Director of Finance, approve revised job description for Director of Finance, and authorize Human Resources to post, advertise, interview, and hire for the position of Director of Finance.

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

Barbara Baird has resigned from her position as Director of Finance with the City of Grand Rapids. Her resignation date will be January 3, 2025. Her last day working in the office will be November 29, 2024.

Barb has worked for the City's Finance Department for a total of 24 years. She was promoted to the Director of Finance in 2013. In Barb's resignation letter, she stated she genuinely appreciated the opportunity to serve the people of Grand Rapids and work alongside such a dedicated finance team. She said experience and knowledge she gained during her tenure has been invaluable and she is grateful for the support and trust placed in her.

As the Director of Finance, in some way shape or form, most things within the City cross Barb's desk. She has provided the City with sound financial guidance, and she is a trusted resource, leader. Her knowledge and expertise will be greatly missed by all, and we truly wish her the best.

We are asking for approval of the revised job description for the position of Director of Finance and authorize Human Resources to begin the process of filling the vacancy by posting, advertising, and interviewing candidates. A copy of the updated job description is available, as well as a red-lined version for your review.

REQUESTED COUNCIL ACTION:

Make a motion to accept the resignation from Barbara Baird from her position as Director of Finance effective January 3, 2025, approve the revised job description for the Director of Finance, and authorize Human Resources to begin the process of filling the vacancy by posting, advertising, and interviewing candidates.