

Minutes of the Library Board of Trustees Meeting

August 18, 2020

Gazebo at the Library

Meeting was called to order 8:30am. Those in attendance: Pat Levine, Chair; Joan Powers; Martin Mitsoff.

The meeting was focused on replacing the retiring library director. The discussion included the job description, job requirements, job ad placement, formation of a search committee, and the potential need for an interim director or supervisor. Staff and their roles and hours were also discussed.

The meeting operated by consensus and the following assignments were made:

1. Martin will ask Michell Razl if she knows of anyone to act as interim director.
2. Joan Powers will assemble a list of places to advertise the position, and the requirements of the ads (salary needed?)
3. Joan will talk with Kim Waterman-Spitzer regarding membership on the search committee.
4. Pat will edit the job description and discuss it with Rhonda to be sure it meets town requirements
5. Pat will investigate the options around requiring (or not) an MLS.
6. Pat will edit the job ad with an eye toward the context of the library – e.g. cultural surroundings, etc.
7. Pat will talk with Dorothy Maffei regarding membership on the search committee.

The next meeting will be 8:30am, Tuesday August 25, 2020 at the gazebo.

The meeting was adjourned at 9:30am.

Submitted by Pat Levine