

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES
Library Director Search Committee
Bradley Room
January 10, 2023

Present - Trustees: Linda Wilberton, Doug Smith, Brodie Deshaies, Stephen Farley, Nancy Bell, Alternate Trustees: Diane Bolduc, Sandra Whittier, Sharon Marigliano, Co-Acting Director: Joyce Davis, Co-Acting Director: Jeanne Snowdon, Administrative Assistant: Lori Pankowski, Representative for the Board of Selectman: Linda Murray. The meeting was called to order by Stephen Farley at 3:05 p.m.

Approval of Minutes of December 13, 2022

A motion was made to approve the minutes of December 13 by Brodie Deshaies. Diane Bolduc seconded the motion. All voted in favor.

Public Input (none).

Old Business

Review Timeline of Week 9

Finalize list of qualities desired in new director:

As submitted at last meeting.

Flexibility	Communication	Interpersonal skills
Leadership	Ability to Listen	Integrity
Honesty	Empathy	Approachable (staff)
Problem Solving	Commitment	Advocacy Skills
Preparation	Organization	Work Ethic

Bolded qualities were deemed very important.

Publish community survey on line.

This has been completed.

Print and distribute community survey

This has all been completed. Survey results will be compiled by February 15. Nancy offered to help input handwritten copies into Survey Monkey.

Report on Library Director contract research.

Linda made several calls to libraries to discuss their methods. Laconia meets with their director monthly off the record for discussions concerning shared concerns and goals. Tuftonboro was also contacted.

Select a Library Lawyer to prepare draft contract

We have a list from the NH Library Trustees with names of potential attorneys to contact however the association does not make recommendations. A list of names was provided to the committee of attorneys to be contacted with questions. Diane, Brodie and Doug volunteered to contact the attorneys on the list. Each will contact two individuals.

A list of questions was developed by Diane Bolduc to be asked of each contact. These questions are for the initial contact (receptionist or firm manager) and (when connected) with the individual attorneys. The questions relate to Library Law and experience working with libraries in the state.

The target date for the feedback data is January 24.

Review Timeline

Nancy took notes on updates for the timeline which will be reported to John Sandeen for his Implementation into the timeline.

Committee members are requested to be flexible concerning their ability to attend meeting for the end of February and the first two weeks of March. A number of applications have been received and the interview process will need to be scheduled.

Steve Farley made a motion to adjourn the meeting 3:58 p.m. Diane Bolduc seconded the motion. All voted in favor.

Respectfully submitted,
Nancy Bell
Search Committee Secretary

Note: Minutes are UNAPPROVED until voted on by the Library Director Search Committee