

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES

Library Director Search Committee

Beaver Room

November 17, 2022

Present - Trustees: Linda Wilberton, Doug Smith, Stephen Farley, Nancy Bell, Alternate Trustees: Diane Bolduc, Sandra Whittier, Co-Acting Director: Joyce Davis, Youth Service Librarian/Co-Acting Director: Jeanne Snowdon, Representative for the Board of Selectman: Linda Murray, Foundation President, John Sandeen, Friends President: Judy Crosley, Public At-Large member: Brodie Deshaies. The meeting was called to order by Linda Wilberton at 3:13 p.m.

New Business

Appoint a Chair and Co-Chair

Nancy Bell suggested Stephen Farley as Chair. Stephen accepted the position pending the acceptance of John Sandeen as Co-Chair. This was agreeable to all. John asked Nancy Bell to act as secretary and she accepted.

Create a timeline

John Sandeen presented the committee with an initial timeline. Week one included appointing search committee members and appointing Chair/Co-Chair and Secretary. With these completed the committee moved on.

Determine search process, methods, and timeline:

The process will start with all new applicants. A discussion of attributes desired included skills and qualities to be ascertained. It will be important to have experience with budgets and town issues, also, to utilize already existing programs and carry processes forward.

The Committee should recommend goals for the library and create a Vision for the future. The library is a reflection of the community, and it is important to communicate this vision to the community at large. The committee was assigned the task of coming back to the next meeting with ideas for this vision in terms of 1 year, 5 year and 10 year goals. This will enhance the search for the director.

The leadership component of the director is also important. The director should be detail oriented, operationally sound, and experienced. The candidate should be flexible to change especially to those changes that have been occurred as a result of the Covid experience.

Discussion was held about the necessity for a Master of Library Science requirement. This may be necessary for consideration in the application for grants. This will be looked into and the committee will be advised. Experience may work as determining requirement.

Agenda items including Position Posting, Interviews, Check References, Set Qualifications, and Salary Range were tabled and reference to the timeline will be utilized.

Other New Business - Meetings

The next meeting of the Search Committee will be on Tuesday, November 22 at 3:00 p.m. The attempt will be made have ongoing meetings scheduled in the Bradley Room on Tuesdays at 3:00 p.m.

Respectfully submitted,
Nancy Bell
Search Committee Secretary

Note: Minutes are UNAPPROVED until voted on by the Board of Trustees