

# Montague Public Libraries Trustees Search Committee

## May Minutes

Date: Tuesday, May 25, 2021

Time: 6:30pm

Place: Zoom <https://zoom.us/j/92765375904?pwd=R0tqV1RzOUVjbWJtbE5xa0Nqby9ZUT09>

Attendees: Nancy Crowell, Lydia Ievins, David Harmon, Karen Latka, Margot Malachowski, Tricia Perham, Gretchen Wetherby

Library Director: Linda Hickman

Library Staff: Angela Rovatti-Leonard

6:34 Call to order.

6:35 Trustees had a brief discussion about the hiring process. Linda has been the director for seven years.

6:38 The discussion turned rapidly to forming a Search Committee. Town Administrator Steve Ellis and Library Director Linda Hickman want to be on the Search Committee. Members of the Personnel Committee (Margot, Nancy, Dave, Gretchen, and Karen) will be on the Search Committee. Meetings will be open to all Trustees, including newly elected Trustees after Town Elections in June, and members of the public.

Karen talked about her experiences with the last hiring process. The previous Search Committee asked the staff what attributes they were looking for in a director. Candidates were given a tour of the libraries. The Search Committee interviewed the selected candidates and Karen called the references of the finalists. The Search Committee filled out paper ballots to select a finalist, and the finalist was presented to the entire Board.

Trustees talked about the difference between a Search Committee and a Hiring Committee. Dave reminded us that we will be transitioning to in-person meetings again. There may be an opportunity for hybrid meetings with a remote option. Dave will ask about the availability of meeting rooms at Town Hall. Linda will investigate the possibility of resuming our meetings at the Gill-Montague Council on Aging, located at 62 Fifth St. Turners Falls, MA 01476.

For our next meeting, Linda will provide the current job description as well as Massachusetts job descriptions for library directors. Margot will check the Massachusetts Board of Library Commissioners website for guidance on hiring library directors.

7:26 Next meeting: Thursday, June 3<sup>rd</sup> at 6:30pm. Location TBD.

7:28 Meeting adjourned.

Respectfully submitted,  
Margot Malachowski  
Corresponding Secretary

Montague Public Libraries Trustees