

Montague Public Libraries Trustees Search Committee

July Minutes

Date: Thursday, July 29, 2021

Time: 6:30pm

Place: Gill-Montague Council on Aging, 62 Fifth St. Turners Falls, MA 01376

Search Committee Members: Nancy Crowell, Margot Malachowski, Gretchen Wetherby, Polly Billiel, Angela Rovatti-Leonard, Lydia Ievins, Vicki Valley

Library Director: Linda Hickman

Absent: Liz Swihart, Steve Ellis

6:40 Call to order.

6:44 Accepted Minutes as Amended for 7/26/2021.

6:45 Nancy reviewed the recommendations for screening job applicants in Executive Session. We need to reduce the number of Trustees to four, and we cannot re-name the committee to Hiring Committee. This caused some confusion, and we spent time discussing what we needed to do to be in compliance. Polly and Gretchen both offered to step off the committee that is screening the applicants. Liz was not able to attend, so Linda offered to check with her. At this point, the Trustee representatives will be Margot, Nancy, and some combination of Gretchen, Polly and/or Liz. Angela will represent the staff, and Vicki Valley joined us as a representative of the Friends. Steve Ellis is on the committee, which gives us seven members for the screening process. The initial interviews are considered screening interviews and will be held in Executive Session.

6:59 We reviewed the interview questions. We made a few adjustments and corrections. We decided to pull out some questions for the second interview, leaving us with 9 questions plus the presentation. We assigned questions to the interviewing team and practiced reading them aloud. We decided that we would introduce ourselves before we asked the question. Margot will welcome the candidate, and Nancy will have basic information ready for the Q & A.

8:01 Called into Executive Session:

Roll Call:

- Margot Malachowski—yes
- Gretchen Whetherby—yes
- Polly Billiel—yes
- Nancy Crowell—yes

Executive Session to consider applicants under MGL Chapter 30A, Section 21(a), number 8, “To consider or interview applicants for employment by a preliminary screening committee, if the chair decides that an open meeting will have a detrimental effect in obtaining qualified applicants. This shall not apply to any applicants who have passed an initial screening.”

8:35 Executive Session adjourned.

8:36 Next Meetings/Interviews:

Mon, Aug 2 from 5:30-8:30 in Zoom

Thu, August 5, 2021

5:30-8:30 pm

Gill-Montague Council on Aging

62 Fifth St. Turners Falls, MA 01376

8:37 Meeting adjourned.

Respectfully submitted,
Margot Malachowski
Corresponding Secretary
Montague Public Libraries Trustees