



CITY OF WATERTOWN

Board of Library Trustees

PRELIMINARY SCREENING COMMITTEE FOR THE LIBRARY DIRECTOR SEARCH MEETING MONDAY, MARCH 21, 2022 AT 7:00 PM

Screening committee members present: Leanne Hammonds, Sheppard Ferguson, Teddy Kokoros, Cali Burstein, Stephanie Frueh, Sheila Krishnan, Aimee Lambert

Also present: Bernard Lynch (Community Paradigm Associates), Sharon Flaherty (Community Paradigm Associates)

1. The meeting was called to order at 7:03pm via Zoom
2. Roll call
3. Election of chair and clerk of screening committee
 - a. A motion was made and unanimously passed to elect Teddy Kokoros Chair and Cali Burstein Clerk.
4. Presentation by Bernard Lynch, Community Paradigm Associates on process for proceeding with the library director search
 - a. The first step of the process was to survey WFPL staff and community members for input into the position of Library Director. Based on that feedback a position statement was generated.
 - b. The position posting was widely circulated, including to the MA Library Commissioners, American Library Association, Simmons University, and directly to over fifty candidates looking for library director positions in MA.
 - c. Received 15 applications which Mr. Lynch described including a strong number of quality applicants, comparable to other searches
 - d. Mr. Lynch explained that this committee would decide which applicants to interview and would recommend three for interviews with the Library Trustees.
5. Executive session
 - a. Motion to enter executive session moved, seconded, and unanimously approved. Pursuant to G.L. c. 30A, sec. 21(a)(8) – to consider or interview applicants for employment or appointment as Watertown Free Public Library Director by a preliminary screening committee, including review of resumes and selection of finalists to be presented to the Board of Library Trustees if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants.
 - Committee discussed applications received. Selected five candidates to offer interviews.

- Committee also discussed types of questions to be asked at the interviews. The committee members will email specific questions to Mr. Lynch and he will compile and circulate them.
 - Motion to come out of executive session; seconded, unanimously approved
6. Discussion of logistics to interview candidates
- a. Mr. Lynch is going to send a doodle poll to determine availability for interviews. The goal is to find times for two additional sessions of the Screening Committee: Session one will be three interviews, session two will be two interviews followed by a discussion of which candidates to send to the Library Trustees.
 - b. Venue of interviews to be determined based on session dates and availability of space at WFPL and/or Town Hall.
 - c. The sessions will likely be in-person during normal business hours.
7. Adjournment
- a. Motion to adjourn; Seconded, unanimously approved
 - b. Meeting adjourned 8:48pm