



**CITY OF WATERTOWN**  
**Board of Library Trustees**  
Raya Stern Trustees Room

**BOARD OF LIBRARY TRUSTEES MEETING**  
**TUESDAY, MAY 16, 2023 AT 7:00 PM**  
**RAYA STERN TRUSTEES ROOM**  
**MEETING MINUTES**

1. Call to Order @ 7:06 PM  
**Roll Call:** Chair Hammonds, Vice Chair Ferguson, Trustee Kokoros, Trustee Young, Trustee Su, Trustee Keary
2. Consideration and action regarding scope and timing of the search for a new Library Director
  - Motion to go forward immediately with a wide search for the library director; seconded; passed unanimously
3. Consideration and action on hiring a consultant to aid in the search process, considering the following options:
  - A. Go forward without hiring a consultant;
  - B. Choose to hire Community Paradigm Associates;
  - C. Research alternatives
  - Motion to engage Community Paradigm Associates to assist Library Director search; seconded; passed unanimously
  - Motion to approve posting of Library Director position with appropriate updates; seconded; passed unanimously
4. Discussion regarding forming a Preliminary Screening Committee, considering size of the Committee, its makeup (e.g. Trustees, Library Employees, community members) and process for selecting Committee members
  - Preliminary Screening Committee will likely consist of 5 members (2 Library Trustees, 2 community members, 1 library staff member)
  - Trustee Su will speak to Director Brown and email library staff members asking if anyone would like to serve on the Preliminary Screening Committee
  - Trustee Keary will work on a draft Google form to use for seeking community member applications
5. Consideration of options for choosing an Interim Director
  - Motion to initiate external search for an Interim Director; seconded; passed unanimously
  - Chair Hammonds will work with Director Browne and the City's Personnel Department to post the position

6. Date of next meeting
  - Tuesday, May 23rd @ 7 PM via Zoom
    - Agenda items for May 23rd meeting:
      - Vote to approve Community Paradigm Proposal
      - Vote on process for collecting community member applications for the Preliminary Screening Committee and finalizing wording/questions for application
  - Tuesday, June 6th at 7 PM in-person
7. Adjournment @ 8:27 PM  
Motion to adjourn; seconded; passed unanimously