

Board of Library Trustees Minutes
January 12, 2021
Ashland Public Library-Google Meet Call

This was a special meeting to review the hiring process for the Library Director position. It was called for by Board Chair, Bonnie Mitchell, and conducted by Human Resources Manager, Lisa Uglialoro who began communicating via Google Meet at approximately 4:15 PM.

Present: Chair Bonnie Mitchell; Trustees: Carolyn Bell, Lornie Bullerwell, Kab Rabinowitz, Carol Ambacher; Library Director Paula Bonetti; HR Manager, Lisa Uglialoro.

Paula's tenure is concluded with her contract date of February 23, 2021. Lisa expects to post the job requisition for her position on January 14. The Board agreed to two changes in the qualifications for this position: a minimum of five (5) or more years of progressively responsible public library experience including three (3) or more years of supervisory experience. The original numbers were seven (7) and five (5) respectively.

Following review of applications, there will be two rounds of interviews: Round 1 will be a "filtering" process of about 30-45 minutes online with each interviewee. Round 2 will be conducted in person and should result in a hiring decision. Currently, there are several Library Director positions open. Lisa feels it is possible to receive 10-20 applications.

The Round 1 interview team will consist of five (5), perhaps six (6) members:

- Trustee (possibly 2)
- Member of the Friends of the Library
- Volunteer Staff employee
- Library patron
- HR Manager

The Round 2 team will consist of at least two (2) members:

- Town Manager
- Trustee (Board to determine the number)

Trustees will receive copies of all applications/resumes and will have the opportunity to listen to all Round 1 interviews.

The meeting was adjourned at 5:05 P.M. The next Board meeting is the regular monthly one on January 19, 2021.

Respectfully submitted,

Carol Ambacher
Secretary