

WOLFEBORO PUBLIC LIBRARY BOARD OF TRUSTEES
Library Director Search Committee Meeting
Bradley Room
November 17, 2021

Present - Trustees: Nancy Bell, Sandra Hurd, Deborah Long-Smith, Doug Smith, Alternate Trustee: Steve Farley; Library Foundation President: John Sandeen; Friends of Library President: Judy Crosley, Selectmen's Liaison: Linda Murray, Children's Librarian/Co-Interim Library Director: Jeanne Snowdon, Assistant Library Director/Co-Interim Library Director: Joyce Davis, Administrative Assistant: Lori Pankowski. The meeting was called to order by Sandra Hurd at 3:35 pm.

Minutes of the November 10, 2021 Meeting

Sandy made a motion to accept the minutes from the meeting on November 10. John Sandeen seconded the motion. All voted in favor.

Old Business:

Discuss employment conditions

Sandy Hurd went to the Human Resources Department at the Wolfeboro Town Hall to get information sent to Amanda King, the new Library Director, about the hiring process and benefits packages. All required paperwork has been emailed and received promptly from both sources.

Background check for finalist

Discussion was made for the requirements needed to be submitted and timeline required. A meeting will be held by the Board of Trustees on Thursday, November 18 to make final decisions.

Review new employee checklist

This is mostly being done through Human Resources.

Other Old Business

A motion was made by Sandy Hurd to approve the minutes of November 3 which has not been done at the last meeting. The motion was seconded by Deborah Long-Smith and all voted in favor.

New Business

Welcoming Committee

John Sandeen suggested that a welcoming committee be established to assist Amanda King and her family with their move to Wolfeboro. Members of the committee indicated they would be willing to help move boxes. The Friends of the Library, Library Staff and Nancy Bell also indicated they would be available to answer questions and make arrangements as needed.

Make TimeLine adjustments

The TimeLine will be amended by John Sandeen to reflect revisions.

Upcoming Meetings

The Landscape Committee will meet later this evening, Wednesday, November 17, for a Virtual/In person meeting at 6:30 p.m. with Horsley Witten Group.

A special Board of Trustees Meeting will be held on Thursday, November 18 at 12:00 noon.

Sandra Hurd made a motion to adjourn at 4:05 p.m. Seconded by Doug Smith. All voted in favor.

Respectfully submitted,
Nancy Bell
Trustee Secretary

Note: Minutes are UNAPPROVED until voted on by the Committee