

Waltham Public Library

Waltham, Massachusetts

Trustees' Special Meeting

Thursday, September 4, 2014

Present: Ms. Joan Garniss, Ms. Marie McKenzie, Mr. Steven Mann,
Mr. Alan Humbert, Ms. Jacquelyn Mawhinney, Ms. Maureen Taddeo (arrived at 4:05)
Ms. Deborah Fasulo, Assistant Director, Ms. Kristin Murphy, Personnel Director

The September 4, 2014 Trustees' Special Meeting of the Waltham Public Library was called to order by Ms. Garniss at 4:00 p.m. in the Lecture Hall of the Library.

Also in attendance were members of the library staff:

Ms. Laura Bernheim - Department Head of Reference

Ms. Louise Goldstein - Department Head of Circulation

Ms. Marjorie Hartman - Executive Secretary

Ms. Aileen Sanchez-Himes - Department Head of Technology Services

Ms. Nancy Rea - Department Head of Children's

Ms. Gary Smith - Department Head of Building Maintenance

Mr. Todd Strauss - Technology Specialist

- ◆ Library staff members, listed above, and Trustees interviewed Mr. Manuel Leite for the position of Library Director. Library staff members used a set of 19 predetermined questions.

Adjournment: Mr. Humbert made the motion to adjourn the Special Trustees' Meeting at 5:31 p.m. Mr. Mann seconded the motion and the Trustees voted to approve. The next Special Trustees' Meeting (to continue interviewing the second finalist for the Library Director position) will be on Friday, September 5, 2014 at 4:00 p.m.

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Trustees' Special Meeting

Friday, September 5, 2014

Present: Ms. Joan Garniss, Ms. Marie McKenzie, Mr. Steven Mann, Mr. Alan Humbert, Ms. Jacquelyn Mawhinney, Ms. Maureen Taddeo (arrived at 4:30) Ms. Deborah Fasulo, Assistant Director, Ms. Kristin Murphy, Personnel Director

The September 5, 2014 Trustees' Special Meeting of the Waltham Public Library was called to order by Ms. Garniss at 4:04 p.m. in the Lecture Hall of the Library.

Also in attendance were members of the library staff:

Ms. Laura Bernheim - Department Head of Reference

Ms. Louise Goldstein - Department Head of Circulation

Ms. Marjorie Hartman - Executive Secretary

Ms. Aileen Sanchez-Himes - Department Head of Technology Services

Ms. Nancy Rea - Department Head of Children's

Ms. Gary Smith - Department Head of Building Maintenance

Mr. Todd Strauss - Technology Specialist

- ◆ Library staff members, listed above, and Trustees interviewed Ms. Kelly Linehan for the position of Library Director. Library staff members used a set of 19 predetermined questions.

Candidate selection process

Ms. Fasulo will conduct a staff meeting on Monday, September 8 at which time feedback from the interviews of September 4 and 5 will be collected. This feedback will be shared at the next Trustees' Meeting on September 9. An agenda item at that meeting under Unfinished Business is the Hiring of a Director.

There was some discussion about adjusting specific agenda items of that meeting to address conflicts in schedules with two of the Trustees.

Adjournment: Mr. Mann made the motion to adjourn the Special Trustees' Meeting at 5:50 p.m. Ms. Taddeo seconded the motion and the Trustees voted to approve. The next regular Trustees' Meeting will be on Tuesday, September 9, 2014 at 6:00 p.m.