

Approved Minutes of the Pierson Library Board of Trustees meeting held May 3, 2023, 6:30PM

Present: Alice Brown, Interim Director Cathy Townsend, Holly Brough, Charlotte Albers, Kristin Kelly Jangraw, Lisa Merrill; Library Director Kevin Unrath

Call to Order Motion by Alice, Second by Charlotte 6:30 PM

Approval of Agenda Motion by Second by PM

Approval of Minutes from March 23, 2023 (Becky absent, Alex partial) Motion by Alice; Second by Char 6:31 PM

Approval of Minutes from April 13, 2023 (Kristin, Charlotte absent) NOT a quorum of Trustees who were at that meeting, so no vote.

Approval of Minutes from April 18, 2023 (Alex, Charlotte absent) – special meeting Motion by Alice, Second by Holly 6:32 PM

Public Comment: None

Student Trustee voting rights – Town has made a change. Our bylaws specify 7 Trustees. We are not required to change our by-laws. This would require five trustees for a quorum—right now we need only four. Propose we reconsider this issue over the summer. Motion to postpone this vote until summer by Alice, second by Char, 6:34 PM.

Discussion of process for selecting new library Director

Interim Director: Cathy Townsend, thankfully. We are incredibly grateful to her for stepping in.

Job Description: Kristin, Becky, Lisa have revised the job description to be more aligned with our strategic plan; the position is posted at VT and NE Library Ass'n, as well as on our website.

Candidates: Kevin has four individuals whom he thinks would be good candidates, and has reached out to them. Three have responded positively.— He'll talk further with them soon, over coffee.

An interested Mass person has responded to our announcement for a new director that was posted on the Pierson Library website

Stowe and Montpelier also have openings for Library Directors, just for reference.

How to screen, interview, and hire?

For reference: Town Manager position used an external consultant for helping to hire.

Consultant can do the initial screening, then do Zoom interviews with seven top candidates,

then interviewed in-person four of them. Their committee had some Select Board members, town employees, general public. Should we consider doing the same? Hire a consultant? For further reference, we are an independent group; we do not need to have external people on our search & hiring committee.

Alice makes a motion that executive session is required to discuss personnel; second by Kristin. Approved 6:52

Alice makes a motion that we enter executive session, Char seconds. Approved 6:53PM

Alice makes a motion to exit Executive session, second by Kristin. Approved at 7:10

Lisa will reach out to people whom we think would be good on the committee. Make sure that folks are available this summer. Timing could be May & June this year for selection. Then probably takes five weeks from hiring until able to start job, so we don't want to delay too, too long!

How the committee works:.

All seven committee members will decide whom to interview via Zoom and then in person.

Top candidates could be invited to meet with the entire group of trustees and the Pierson staff.

Committee recommendations on good top candidates (probably two, in case one doesn't want the job) to the Trustees.

The Trustees vote on a candidate (the committee only makes a recommendation, the trustees have the final vote on a new Director).

Next scheduled meeting, May 11, 2023, **5:00 PM**

Motion to adjourn by Alice, Second Char by 7:22 PM