

Randall Library Director Search Committee Minutes
June 28, 2019 Meeting
Stow Town Offices

Present: Marianne Sharin, Maureen Busch, Laura Reiner

Assignment of Roles

Marianne & Maureen will serve as co-chairs; Laura will serve as Secretary.

Discussion of Qualities & Qualifications

Qualities include

- excellent communication skills
- good judgment
- flexibility and versatility
- ability to develop programs for a variety of audiences

Preferred qualifications include

- a Masters in Library Science or equivalent
- 3-5 years managerial experience
- demonstrated ability to forge effective working relationships with town departments

The committee drafted a vacancy notice to be posted by Laura (as well as the agenda for the next meeting).

Next steps: finish a full job description, develop plan for posting/distribution, create a rubric for evaluating candidates.

Next Meeting

July 9, 7:15pm
Stow Town Offices

Adjournment

The meeting was adjourned at 8:31pm.

Respectfully submitted,
Laura Reiner

minutes adopted July 9, 2019