Randall Library Director Search Committee Minutes
September 23, 2019 Meeting
Stow Town Offices

Present: Marianne Sharin, Maureen Busch, Laura Reiner

The meeting started at 7:25pm.

Accept minutes of September 4th meeting
Marianne moved that the minutes of September 4 be accepted; Maureen seconded the motion. Minutes were accepted (3-0).

Checking References
Since there are 6 references to check for the 2 finalists, we will take them in the order listed (Laura – first name; Maureen – second name; Marianne – third name, repeat for second candidate). We will post our notes to the Search Committee's Google Drive in order to compile them for the Board's final deliberations.

September 26 Meetings with Town Employees and the Public
Kimberly Usselman's schedule:
9:00-9:30 Meet with Linda at Town Office Building
9:30-10:00 Meet with Craig Martin
10:00-10:30 Meet with Library staff
10:30-11:30 Public informal session in Randall Library, 2nd floor

Amy Sadkin's schedule:
12:30-1:30 Public informal session in Randall Library, 2nd floor
1:30-2:00 Meet with Library staff
2:00-2:30 Meet with Linda at Town Office Building
2:30-3:00 Meet with Craig Martin

Laura will create & send Marianne the feedback form to share with Linda, Craig & library staff
Marianne & Maureen can attend the public session; Marianee will briefly introduce the candidates (work schedule depending). Laura will escort the candidates to their various meetings.

Laura will call Greg to ask if he can cover the desk while the staff meet with the candidates, and ask the staff to meet with the candidates from 10-10:30 and 1:30-2:00.

Executive Session to approve minutes of prior executive session
Pursuant to MGL Ch 30A Sec. 21 (a)(8), the chair declared that an open meeting will have a detrimental effect on obtaining qualified applicants.

Marianne made a motion to go into Executive Session for the purpose of approving the minutes of the September 4th executive session. Roll call: Maureen Busch – yes; Marianne Sharin – yes; Laura Reiner – yes.

New business
There was no new business.

Next meeting
September 26, 3:30pm, Stow Town Offices

Adjournment
The meeting adjourned from Executive Session at 8:36pm.

Respectfully submitted,
Laura Reiner