

Board of Trustees of the Southborough Library
Minutes of Special Board Meeting
September 1st, 2015

The meeting was called to order at 5:45 pm.

Attendance: Trustees – Chair Richard Wallace, Vice Chair Margarite Landry, Nancy Mayo, Nicole De Bonet and Secretary Terrence Ryan. Also present: Director Ryan Donovan.

Review and approval of Library Position Descriptions:

The board reviewed and approved the library position descriptions of Library Page and Library Associate.

Discussion:

Library Trustee Vacancy: The board discussed the five candidates for the vacant Library Board of Trustees position.

Director's Annual Evaluation: The board discussed the process for completing Director's annual evaluation so that it may be completed during the October Regular Board meeting. A sub-committee was formed to prepare the material for the evaluation. It will consist of Chair Richard Wallace, Vice Chair Margarite Landry, and Secretary Terrence Ryan.

The meeting was adjourned to the Board of Selectman's Meeting at the Town House at 6:15pm.

Meeting with Board of Selectmen, Town House

The meeting was called to order at 6:30 pm.

Attendance: Trustees – Chair Richard Wallace, Vice Chair Margarite Landry, Nancy Mayo, Nicole De Bonet and Secretary Terrence Ryan. Library Director Ryan Donovan. Selectmen – Chair John Rooney, Vice Chair Paul Cimino, Daniel Kolenda, Bonnie Phaneuf, and Brian Shea. Candidates – Dolores Fallon, Carol Hamel Long, Dale Burgess, Jane Davis, and Louise Clough. Various town employees and citizens.

Discussion:

Selectmen Chair Rooney started the meeting by thanking the candidates for applying for the trustee position and asking those not chosen to consider serving on other town boards or committees. Due to the number of candidates, Chair Rooney recommended that all candidates be interviewed at the same time.

The initial questions from Chair Rooney for the candidates included:

- 1) Tell us about your skill set and how you think it would be an asset to the Board of Trustees.
- 2) What is one area that you think the library needs to better develop, how would you suggest that be done, and what should be the top fundraising priority for the Friends of the Library?

Library Trustee Chair Wallace stated that communications was an area of focus for the trustees. BOS Chair Rooney then asked the candidates: What are your ideas for improving library communications?

After a brief discussion, each of the five members of the existing Board of Trustees for the Southborough Library voted for Dolores Fallon to join the board. The Southborough Board of Selectman voted to follow the recommendation of the Trustees and Dolores Fallon was elected to the Southborough Library Board of Trustees.

The Meeting was adjourned at 7:06 p.m.

Respectfully submitted,

Terrence Ryan, Secretary
Library Board of Trustees