

**SANDWICH PUBLIC LIBRARY BOARD OF TRUSTEES
SUBCOMMITTEE ON TRANSITION
MINUTES FOR JUNE 17, 2023
AFTERNOON SESSION**

TOWN CLERK
TOWN OF SANDWICH

JUL 25 2023

4 H 13 M P 8
RECEIVED & RECORDED

Present: Subcommittee Trustees Jeanie Vander Pyl, Mark Wiklund, Evie Dewar and Robert Thomson; library staff member Melissa Frye; Friends of the Library board member Diane Ranney.

Guest: Diane Costagliola, library director candidate

The meeting was called to order at 1 p.m. in the Macknight Room.

Executive Session:

Vander Pyl made a motion that the subcommittee enter an executive session pursuant to Massachusetts General Law Chapter 30A Section 21(a) 8 to consider applicants for employment by a preliminary screening committee since an open meeting would have a detrimental effect on obtaining qualified applicants. Dewar seconded the motion. Wiklund, Thomson, Vander Pyl and Dewar voted AYE.

Interview:

Thomson greeted Costagliola and explained the format of the interview, in which each panelist would ask a question and engage in a 10-minute dialogue based on the answer. At the end of the round, Ranney would ask one question on behalf of the entire group. Following that, the candidate would have 10 minutes to make a closing statement or ask questions of the panelists or both.

Questions were asked in this order.

1. What's the best thing you've ever done for a public library? (Thomson)
2. What would your first 30 days be like? Your first 90 days? Your first year? (Wiklund)
3. Almost all libraries have story hours and book groups. Tell us about any event or program that your library put on that was extraordinary and brought in part of your town's population that were not regular library users. (Pyl)
4. Describe a time when your vision for programs and community outreach was impeded by the library size, funds and staffing. How did you successfully utilize the limited resources to implement the plans? (Dewar)
5. Communication is really important to our staff. What is your communication style and how would you ensure that the staff is informed/made aware of library business essential to our day-to-day operations? (Frye)
6. What is one thing that you regret not doing in previous positions that impacted library service, positively or negatively? (Ranney)
7. What question did you expect would be asked and how would you have answered it? (Ranney)



During her 10-minute segment, Costagliola asked questions of the panelists concerning why they considered the Sandwich Library a special place.

Discussion:

After the interview, the panelists discussed which of the six candidates they wished to bring back for a second round of interviews in public session. The panel agreed to select Phillips, Morganstein and Costagliola for follow-up interviews.

Adjournment:

Vander Pyl motioned to adjourn the meeting. Dewar seconded the motion. Wiklund, Thomson, Vander Pyl and Dewar voted AYE. The meeting was adjourned at 2:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Robert Thomson".

Robert Thomson, library trustee
July 25, 2023