

TOWN CLERK
TOWN OF SANDWICH

JUL 25 2023

SANDWICH PUBLIC LIBRARY BOARD OF TRUSTEES
SUBCOMMITTEE ON TRANSITION
MINUTES FOR JUNE 29, 2023 (EVENING)

4 13 M P Mly
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; Assistant Town Manager Heather Harper.

Guest: Diane Costagliola

The meeting was called to order at 6 p.m. in the Macknight Room.

Interview

Thomson advised the audience that the interview would be conducted in a public session of the Transition Subcommittee, but that the meeting would not include a public forum, so only the interview panelists seated at the table would ask questions of the library director candidate. He said that following the interview the panel would begin deliberations on which of the three finalists to recommend to the library board.

He then advised Costagliola that the panel would follow the same format as in the first round of interviews. Each panelist would ask one question, then engage in a dialogue with the candidate based on the candidate's response to the question. Each of those segments would last about 10 minutes. At the end of the round, the candidate would have 10 minutes to use for a closing statement or to ask questions of the panel.

Questions

- 1) After two years of your leadership here, an independent reviewer spends a day studying the Sandwich Public Library, observing how patrons and staffers use it, and writes a consumer report. What categories would you want to see on the reviewer's scorecard, and what would you want the reviewer to report in those categories? (Thomson)
- 2) As a Town Department head, how will you work with your colleagues across all Town Departments to integrate the library experience, learning, and access to resources beyond the building? (Harper)
- 3) Sandwich is trying to diversify. It's slow in coming, but we are trying to become a much more inclusive town. How do you see the role of the library and the library director in this process? (Ranney)
- 4) How have you or would you handle a "That's the way we've always done it" response from staff when introducing or implementing changes? (Frye)



5) I'm going to ask you to rate yourself in a few areas on a scale of 1 to 10, with five being average and 10 being exceptional, and explain your ratings. These are the areas:

- Developing and defending a budget
- Strategic thinking and planning
- Public Speaking and presentation skills
- Conflict resolution
- Collaborating with other town departments or organizations (Vander Pyl)

6) Library staff has asked for a director who steers the ship but lets staff do their job without micromanaging them. How would you assess the strengths and weaknesses of the library and make changes as the new director, without being a wrecking ball? (Dewar)

7) Please tell us why you want to become director of the Sandwich Public Library. What makes this setting attractive to your career goals? (Wiklund)

Closing statement: Costagliola used her 10 minutes to engage in a question and answer session with the panelists about the Sandwich Library and community, as well as the library board's goals.

Deliberations

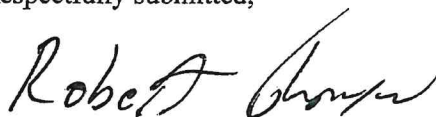
The interview panel immediately began deliberations about which finalist to recommend to the library board. Thomson asked each panelist to reflect on the three candidates and state a preference. The panel unanimously agreed on Costagliola as the group's preferred candidate.

Thomson then asked for a vote of the four trustees on which candidate to recommend to the board. Vander Pyl moved to recommend Costagliola. Dewar seconded the motion. Wiklund, Thomson, Vander Pyl and Dewar voted AYE.

Adjournment

Vander Pyl moved to adjourn the meeting. Dewar seconded the motion. Wiklund, Thomson, Vander Pyl and Dewar voted AYE. The meeting was adjourned at 8:15 p.m.

Respectfully submitted,



Robert Thomson, library trustee
July 25, 2023