



### **Library Board of Trustees**

Meeting Place: Georgetown Peabody Library  
Day: Wednesday  
Date: April 15, 2015  
Called to Order: 7:02 PM

## **Minutes**

Attendees: Ron Chorzewski, Kevin Moran, Sue Clohecy, Michelle Brock, Sue Clay,  
& Members of Library Staff

### **Interview Preparation for New Library Director**

- Discussed format for collecting feedback from those who participate in interviews with library director candidates.
- Focus of meeting was to identify the most important topics to cover during the interview then invite, in preparation for the next open meeting on April 30<sup>th</sup>, questions under each topic.
- The questions will be shared at the meeting on April 30<sup>th</sup> and then narrowed down to 2-3 questions per topic.
- The following Topics were identified:
  - Community Relations/Library Spirit/Vision
  - Communication & Management Style with staff, patrons, trustees and the public outreach
  - Financial & Political Management
  - Building Maintenance & Management
  - Information Technology Management
- The team of participants for the initial interview process may include 10 people:
  - 6 Library Trustees
  - Mike Farrell, the Town Administrator or other designated town representative
  - 1 Member of the Friends of the Georgetown Peabody Library
  - 1 Staff Member of the Georgetown Peabody Library
  - 1 Community Representative from the Town of Georgetown

**Next Meeting:** April 30, 2015- Location: Georgetown Town Hall

*Meeting minutes are respectfully submitted by Ron Chorzewski*