

**DUXBURY FREE LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
NOVEMBER 1, 2010**

Members Present: Theodore Flynn (Chair), James Mandrell, Elane Mutkoski, Paula Harris, and Laura Sullivan

Staff Present: Elaine Winquist (Director), David Murphy (Reference Supervisor), Rose Hickey (Technical Services Supervisor), Nancy Denman (Children's Supervisor member of Search Committee), Karen Hahn (Library Associate and member of Search Committee), Judy Kusmin (Library Associate) and Deborah Killory (Administrative Assistant)

Also Present: Jeannie Horne (Town Human Resources Officer member of Search Committee), Jack Hill (Member of the Search Committee)

The meeting was called to order at 8:10 am in the Setter Room at the Duxbury Free Library.

Report of the Search Committee

Mr. Mandrell, chair of the Search Committee, thanked the committee for its extraordinary work. He told the Board that the questions used in the interviews were designed to be open ended and allow the candidates to answer based on experience and belief. The answers of one candidate, Carol Jankowski, went beyond those of any other candidate. Committee members state that she was head and shoulders above all of the others. The second choice candidate was from out of state. Only Ms. Jankowski was scheduled for an interview.

Interview: Carol Jankowski

Ms. Jankowski described her background in libraries and her career path. She outlined her career development after arriving at the Duxbury Free library. She answered questions posed by the trustees.

Discussion

Ms. Winquist read a letter of recommendation and staff members expressed their support for Ms. Jankowski. The Trustees discussed the importance of filling the Circulation Supervisor position.

Moved by Ms. Harris, seconded by Ms. Mutkoski, to appoint Carol Jankowski as Library Director and recommend that the Town Manager offer her fair compensation.

Vote: 5 – 0 in favor

Mr. Mandrell will meet with the Town Manager and Ms. Jankowski. Ms. Jankowski said that she was pleased and honored by the Trustees decision.

Moved by Ms. Harris, seconded by Mr. Mandrell, to adjourn the meeting at 9:35 am.

Vote: 5 – 0 in favor

Distributed: Possible interview questions