

Wayland Free Public Library
Board of Library Trustees
Minutes of Meeting of October 25, 2017
Raytheon Room, Wayland Public Library, 8:00 a.m.

Present: Aida Gennis (chair, presiding), Suzanne Woodruff, Maureen White, Leah Hart, Mark Hughes, Sally Cartwright. Acting Director Sandy Raymond joined the meeting at 9:30, after Director Search discussion and vote.

Public Comment: None.

Meeting Minutes of October 4, 2017 were unanimously approved.

Director Search: Ms. Cartwright reviewed the process to date. Trustees agreed there are two good, strong, clearly qualified candidates for the position of Library Director. Staff input was discussed. Search team input was reviewed. Reference checks by Ms. Cartwright and Ms. Hart were summarized; all positive. Criteria list was reviewed.

After a complete discussion, Mr. Hughes moved to appoint Sandra Raymond as Director of the Wayland Free Public Library, effective October 26, 2017. Ms. White seconded the motion. Vote in favor: 6 - 0.

Ms. Cartwright will follow-up with the HR Department for all further steps required.

Governance Rules from Board of Selectmen: Ms. Gennis reviewed the Governance Guidelines for The Board of Selectmen and Appointed Boards, Committees, Commissions. The Board of Library Trustees is an elected board and thus can establish its own guidelines. Upon review the Trustees' guidelines are generally in alignment with the Selectmen guidelines.

Open Meeting Law Revisions: Trustees reviewed the Explanations for the Attorney General's Revisions to the Open Meeting Law Regulations.

Communications with other Boards, Committees and Public: Ms. Gennis reported on the Library Planning Committee forum on reuse ideas for 5 Concord Road held on October 19 at Town Building. Ms. Woodruff and Mr. Hughes also attended. The forum was moderated by LPC member Vicki LaFarge and is available to view on WayCam On Demand.

The PMBC has met with Tappé Architects and they will move forward on revising the conceptual design, being responsive to comments from the public and the LPC. A new cost estimate will also be done.

Trustees Reports and Concerns: Ms. Gennis received a compliment from the MBLC for her extension request presentation, stating that it was very clear, very persuasive and comprehensive. The FY19 Library Budget request is just above the minimum required to receive any state aid or grants. The Capital Campaign Consultant is still working out contract details.

Adjourn: 10:40

Next Meetings: Wednesday, November 1, 8:00 a.m. WFPL
Wednesday, November 15, 8:00 a.m. WFPL
Wednesday, November 29, 8:00 a.m. WFPL
Wednesday, December 13, 8:00 a.m. WFPL

Documents for this Meeting: Agenda for Meeting of October 25, 2017
Meeting Minutes of October 4, 2017
Thank You Note from Sandy Raymond
Criteria for Candidate for Position of Library Director 2017
Explanation for Attorney General's Revisions to the Open Meeting Law
Regulation, 940 CMR 29.00-29.11 dated September 25, 2017
Town of Wayland Governance Guidelines for The Board of Selectmen
and Appointed Boards, Committees, Commissions Adopted June 5, 2017

Respectfully submitted by Sally Cartwright