

Wayland Free Public Library
Board of Library Trustees
Minutes of Meeting Tuesday, September 20, 2016
Library Director's Office, Wayland Free Public Library

Present: Library Director Ann Knight, Trustees Aida Gennis (Chair), Sally Cartwright, Anne Heller, Mark Peter Hughes, Lynne Lipcon, Suzanne Woodruff **Absent:** None

Call to Order: 6:35 p.m.

Visitors and Public Comment

Former Trustee Nan Jahnke attended the meeting and took the minutes. There were no other visitors and no public comment.

Deliberation and Vote on the Final Candidate for Library Director

Trustees continued their discussion of the final candidate for the position of Library Director, Dana Mastroianni, who is currently serving as Assistant Director at the Needham Free Public Library. Mrs. Lipcon and Mrs. Cartwright, who led the search for the Trustees, guided the discussion.

Trustees evaluated the candidate according to 10 criteria developed by the search team, going through the items one by one. Ms. Mastroianni either met the expectations, often strongly, or showed promise of meeting them with more experience. She was considered to be especially strong in areas of energy, leadership, preparation, problem solving, confidence, service-mindedness, and interpersonal skills.

Trustees noted that Ms. Mastroianni has experience supervising paid and volunteer staff, creating and managing budgets, developing programming, and working with community groups; she is also on top of professional principles and practices. While her experience with long-range planning, grant writing, unions, and fundraising is limited, and her written communications are uneven in quality, Trustees felt Ms. Mastroianni could become stronger in these areas over time. They also felt there would be much opportunity and support for this kind of professional development at the Library in coming years.

Mrs. Gennis felt two things should be emphasized if an offer is made: first, that in recent years, the Director's hours have been long and irregular, and have included many evening meetings and programs; and, second, that the Town's political culture could be seen as prickly, and that the Director will need to handle all constituencies, employees, and boards with care and sensitivity.

The most pressing concern was Ms. Mastroianni's lack of experience with a library building project, as the Library hopes to undertake such a project soon; in fact the Trustees are currently deeply engaged in planning and design work and will write a grant application for such a project in November. Mrs. Cartwright pointed out that none of the 10 applicants for the Director's position had any experience with a building project, and Mrs. Knight ventured to say that she doubted that, having done one, any right-thinking person would want to do another. Ms. Mastroianni, however, several times said that one of the things that attracted her to the Wayland position was the opportunity to do such a project.

Mrs. Gennis felt that were Ms. Mastroianni hired, the Trustees could manage the grant application themselves, in consultation with the Library Planning Committee and the Massachusetts Board of Library

Commission, while Ms. Mastroianni made her transition to the town and the Library and got up to speed on the project. In the meantime, Mrs. Knight has offered to lend her expertise to the trustees' grant writing team on a consulting basis. Mrs. Knight is also willing to be available for two or three days of transitional assistance should the new director want that.

Trustees were enthusiastic about the candidate and eager to vote, but Mrs. Lipcon took the time to review two alternative leadership options. If no suitable candidate is found before Mrs. Knight steps down at the end of October, the Town could appoint a staff member as Acting Director or hire an Interim Director. Trustees felt neither option was warranted or desirable. Mrs. Cartwright then reviewed the 6-month probation period for new employees in Wayland along with the evaluation tools that govern that period; she also drew attention to the MBLC's guidance on hiring and evaluation.

Having addressed all the Trustees thoughts and concerns, Mrs. Lipcon called for a vote. On a motion by Mrs. Cartwright, seconded by Mrs. Woodruff, the Trustees voted unanimously (6-0) to recommend Dana Mastroianni to the Human Resources Director and the Personnel Board for the position of Director of the Wayland Free Public Library. Trustees gave their hearty thanks to Mrs. Lipcon and Mrs. Cartwright for bringing the search to this promising point.

Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting

- Mrs. Woodruff reported that the MEMA-funded drainage mitigation project at the Library has cleared its last hurdles. The project has been advertised and a pre-bid meeting will be held on September 21.
- Mrs. Gennis reported that at a meeting of the chairs of the Board of Library Trustees, the School Committee, and the Recreation Meeting the previous night, all parties agreed that the parcel at 207 Main Street would remain with the Schools, while the parcel at 195 Main Street could be transferred from the Board of Public Works (BPW) to the Library, Schools, and Recreation subject to the creation of a jurisdictional lines agreed to by those parties, if the BPW so chooses. Landscape architects for the Library and the Recreation Commission are currently working to define appropriate jurisdictional boundaries based on potential uses by the different departments.

The Meeting Was Adjourned at 8:03 p.m.

Documents for This Meeting

- Agenda for Meeting, September 20, 2016
- "Criteria for Candidate for Position of Library Director 2016"

Next Meetings

- Wednesday, September 21, 8 a.m., Raytheon Room, Wayland Free Public Library
- Tuesday, September 27, 8 a.m., Raytheon Room, Wayland Free Public Library
- Tuesday, September 27, 6:30 p.m., Town Building, then, at 7 p.m., before the Permanent Municipal Building Committee, also in the Town Building
- Wednesday, October 5, 8 a.m., Raytheon Room, Wayland Free Public Library

Respectfully submitted by Nan Jahnke, a friend of the Wayland Free Public Library