

Wayland Free Public Library  
Library Director Screening Committee  
Executive Session Meeting Minutes  
Friday June 30, 2023  
Wayland Town Building  
41 Cochituate Road, Wayland, MA

**Present:** Aida Gennis (Chair), Amy Conway, Leah Hart, Vicki LaFarge, Meredith Tobe, Andy Moore

**Absent:** None

**Also Present:** Jennifer Harris, Consultant

**Purpose:** A. Gennis called the session to order at 9:15 a.m. in the Select Board Meeting Room, Wayland Town Building.

In open session, A. Moore moved that the Library Director Screening Committee enter an Executive Session per Massachusetts General Laws, Chapter 30A, Section 21 (a)(8) to consider or interview applicants for employment or appointment by a preliminary screening committee. The Chair declared that an open meeting would have a detrimental effect in obtaining qualified applicants, also announcing the committee would adjourn directly from Executive Session and not return to open session. Second by M. Tobe. By unanimous roll call vote of the Library Director Screening Committee (YEA: M. Tobe, L. Hart, A. Conway, A. Moore, V. LaFarge, A. Gennis. NAY: none, ABSENT: none.) motion adopted 6-0-0. Consultant Jennifer Harris was invited to attend the Executive Session.

**Interviews:** The LDSC is using the same Interview/Script at all six interviews taking place June 28, June 29, and June 30, 2023.

**Opening Statement:** Aida Gennis, Chair – welcomed each candidate, stated the process for the interview and introduced the committee members. Follow up questions were asked where warranted.

**Interview Questions asked of each candidate:**

1. **(Andy)** - Tell us a little about yourself and why you are interested in becoming the next director of the Wayland Free Public Library?
2. **(Meredith)** - How does your past professional experience prepare you for this position? What has given you the most satisfaction, and least satisfaction from these experiences?
3. **(Leah)** - How do you describe your management style? [Follow up Q: can you give us an example of your management style in action?]
4. **(Amy)** - How would your colleagues describe your strengths and weaknesses?
5. **(Vicki)** - Can you give us an example of a plan or project that you developed and implemented?
6. **(Aida)** - What is your experience working within a Town's and Library Trustees' structure and policies?
7. **(Andy)** - What in your work experience are you most proud of? Least satisfied with?
8. **(Amy)** - Describe a difficult situation that you had to manage in your current role. Tell us how you addressed the conflict.
9. **(Meredith)** - What is your view of the library director's role in (a community like) Wayland?
10. **(Aida)** - Do you have any questions for us?
11. **(Aida)** - Is there anything else you would like to share with us?

**Closing:** (Aida) thanked each candidate and included a statement that interviews were ongoing during the week, candidates will be contacted if moving to the final interview; two assessments would be assigned prior to the final interview with the Board of Library Trustees. Consultant will be in touch.

**Virtual interviews:** The LDSC interviewed two candidates sequentially. Each candidate answered questions for approximately one hour.

Candidate #7 – 9:30 a.m. – 10:30 a.m.

Candidate #7 is currently a Circulation Supervisor and Technical Services Department Head at a Massachusetts library. She is looking to further advance her career. She grew up in a town like Wayland which is what attracted her to apply. She demonstrated her skills with managing a staff of 12, team collaboration with other departments within her library and budget expenditures for materials. She displayed a collaborative approach to management, with cross departmental involvement in the major community gardening and cross-pollinating summer reading project. She expressed her pride in the staff empowerment that she has fostered. She has reported to the 6-member Board of Trustee in the role of participant in a director search. She also developed a Library of Things collection, a current trend in public libraries and has increased Circulation by using smart marketing methods. Candidate #7 will make a stronger impression as she develops her skills, however she is lacking the overall big picture experience that the WFPL is looking for in the next library director.

Candidate Christopher Lindquist - 11:00 a.m. – 11:50 a.m.

Candidate Christopher Lindquist has a vast amount of director experience as well as historic building knowledge and appreciation. His interest in Wayland includes the beautiful historic library building as well as a return to his Massachusetts roots. He was responsible for managing a three-building athenaeum which included a local history wing, an art gallery, and a library. He demonstrated an understanding of the importance of reaching out into the community, making connections, and building coalitions while educating the public on what the WFPL has to offer. He stated that he always joins local community organizations, such as Rotary as a way to build these connections. He considers himself a participatory leader which takes more time in some cases by allowing for the input of all the stakeholders. It might appear to others that progress is slower; however, building consensus along the way ensures success. He has developed several Strategic Plans with a vision for the library and the town as primary importance. He has managed over 150 staff and customer service is his guiding principle. He has worked with different sized Trustee Boards including nine and thirteen member boards. Early consensus that this candidate will be invited to a final interview with the Board of Library Trustees.

**Discussion:** The LDSC discussed which candidates should not move forward for lack of experience and skill sets: Candidate #3, #2 and #7. Then the LDSC discussed which candidates should be recommended to the Board of Library Trustees for final interviews, based on demonstrated director experience, management style, building and facility management, overall understanding of how the Wayland community will benefit from their next director. There was a strong consensus to move Candidates #1 and #5 forward. The committee then discussed Candidate #8. While her library and director experience were evident, as well as her warm personality and an understanding that her core values as a librarian are being challenged on a daily basis; the lack of experience in the Town Manager/Town Meeting form of government in New England would be a learning curve. Relocation requirements, finding housing, etc.

were also discussed as she brought them up. But, members noted her strong and resourceful skill set as a director would benefit Wayland. The LDSC did come to consensus to recommend her for a final interview due to her vast library director experience.

**Motion to Adjourn:** At 12:30 p.m., L. Hart moved, seconded by A. Conway to exit executive session and adjourn. Roll call vote of the Library Director Screening Committee (YEA: A. Gennis, L. Hart, A. Conway, V. LaFarge, M. Tobe, A. Moore. NAY: none, ABSENT: none. Adopted: 6-0-0.)

Respectfully submitted, Jennifer Harris, Consultant

Emails for the meeting: none.

Documents for the meeting:

- Application materials of the one candidate and Christopher Lindquist.

- Library Director Screening Committee interview questions.

- Library Director Screening Committee interview evaluation forms.