

TOWN OF WAYLAND – TOWN CLERK’S OFFICE
NOTICE OF MEETINGS OF TOWN OARDS/COMMITTEE/COMMISSIONS

Posted in accordance with the provisions of the Open Meeting Law

www.mass.gov/ago/openmeeting

PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: Library Director Screening Committee
FILED BY: Aida Gennis
DATE OF MEETING: May 9, 2023
TIME OF MEETING: 4:00 P.M.
PLACE OF MEETING: Wayland Town Building
 41 Cochituate Road, Wayland, MA 01778

Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate

AGENDA

Pursuant to Chapter 107 of the Acts of 2022, this meeting will be conducted in person, in accordance with applicable law. This means that members of the public body as well as members of the public may access this meeting in person. In person attendance will be at the meeting location listed above and the public is welcome to attend.

1. 4:00 P.M. Public Comment

2. 4:05 P.M. Welcome and Introductions, meet Jennifer Harris, Consultant

3. 4:15 P.M. Search Committee Guidelines and Procedures, including:
 - a. Meeting guidelines, communications
 - b. Votes and quorum
 - c. Open Meeting Law
 - d. Executive sessions
 - e. Role, responsibility of the Search Committee, review Charge
 - f. Confidentiality
 - g. Discuss, vote on a chair, minute taker

3. 4:35 P.M. Timeline and tasks

4. 4:50 P.M. Job Description and Job Posting, discuss, possible vote

5. 5:05 P.M. Surveying Staff and Trustees

6. 5:15 P.M. Future Meeting Dates – calendars needed

7. 5:25 P.M. Questions or concerns and topics not reasonably anticipated by the Chair 48 hours in advance of the meeting.

8. 5:30 P.M. Adjourn