

Willington Public Library
7 Ruby Road
Willington, CT 06279

5/30/2019 Special Director's Meeting

Present: Sarah Peck, Heather Alexson, Joy Wrona, Mary Pat Maloney, and
resident John Blessington

Absent: Shari Cote, Jennifer Pallo

Meeting was called to order at 6:06 PM

New Business:

Requirements were discussed for the new Library Director: As stated on the job posting, the new Library Director shall have a Master's Degree in Library Science and 3-5 years experience in the field.

Other factors discussed were:

- the limited pool of applicants
- how much managerial experience is needed
- who would be the right fit for our town
- should we redo the selection process?
- who will be attracted to our library?

Discussion about duties of the new director:

- day to day responsibilities such as financials/ bookkeeping
- staff interrelationships and managerial aspects both for people and projects, possible to add managerial support if needed
- building maintenance and upkeep
- keeping our basic collections up-to-date with what our community wants, making wise investments for our community
- needing a bigger presence of our new Library Director in the library especially during community/special events and fundraisers
- keeping a calendar of what needs to be done
- possibly track the use of current items to see what our community uses versus continuing collections that may not be in circulation
- professional development for staff
- work one week night (either Tues./Thurs.)

Joy made a motion to write benefits/compensation package that will be offered to new Library Director. Mary Pat seconded. All in favor. Motion passed.

Sarah will draft a letter of benefits/compensation for the new Library Director.

Joy motioned to adjourn the meeting. Mary Pat seconded.

Meeting was adjourned at 7:27 PM.

Respectfully submitted,

Joy Wrona (acting secretary)