

MINUTES AND REPORT OF COMMITTEE ON ADMINISTRATION

DATE: March 1, 2017

PLACE: Worcester Public Library
3 Salem Square
Worcester MA 01608

DIRECTORS PRESENT: Bejune, Chair; O'Connor; Comes; Finkel

DIRECTORS ABSENT: Perro

STAFF PRESENT: Dickinson; Stone

1. Call to order.

Bejune called the meeting to order at 5:03 PM

2. Discussion of Bylaws – Actual Bylaws as it pertains to the Committee

The Committee met to discuss the bylaws pertaining to the Administration Committee, the 1st was the Head Librarian Review and the four categories for the Head Librarian's Goals. The committee agreed to keep the language within the review the same, but to interlace with the Strategic Plan language. Dickinson will submit his goals in April to the Admin Committee; the Committee will collect evidence in May, review in June and submit to the full Board in September.

3. Board by-laws re MA General Laws 322.

Bejune reported that in the fall he reported his findings of MA General Laws Chapter 322 This was found to be a typo in the Bylaw, it should be Chapter 78, with reference to section 33 and 34. The first path will be to change the bylaw to match, recommend to Board to change or remove Bylaw D.

O'Connor moved to recommend to remove bylaw D 5.2.4 as it is incorrect. Bejune seconded the motion. The motion was approved.

4. Bylaw E – Periodically monitor new library employees

Dickinson presented a document showing the overview of the hiring process and policy and the library ORG chart. Comes expressed interest in information pertaining to how many candidates applied, how many candidates were interviewed and ultimately who was hired. Specifically asking for an overall review of applicants. Finkel suggested that the language in the Bylaw will need to be changed; she stated that what is happening now is very different from how things were previously. Bejune commented that the intent would be to rewrite Bylaw E in the future. Bejune and Dickinson will work on a draft, with Dickinson completing the first take.

5. Comes moved to adjourn. The meeting adjourned at 6:03PM.