

GERMANTOWN COMMUNITY LIBRARY BOARD

SEARCH COMMITTEE MEETING MINUTES

May 4, 2016

Large Study Room

Call to order: Board Chairperson Nelson called the meeting to order at 9:10 a.m.

Roll Call: Committee Members: Joyce Nelson, Darlene Vosen and Ron Seiser were all present. Also present Library Director, Roberta Olson.

Approval of Agenda: Vosen moved that the agenda be approved as presented. Nelson seconded and Seiser approved.

In discussion, the Committee looked at a draft employment opening advertisement presented by Olson. Also discussed, was where the advertisement might be placed. Library Associations in Wisconsin, Iowa, Minnesota, Illinois as well as the American Library Association are being considered. State Library associations generally post opening free of charge.

The current job description was examined.

It was in the consensus of the group that newspaper ads were too expensive and would not reach a large enough audience.

Application deadline was discussed. Applicants need to have adequate time to submit applications. Joyce distributed several handouts to the committee.

It was also suggested that the committee set up an email account to receive applications. Olson will have an email account set up through the system.

Meeting adjourned at 10:20 a.m.

Respectfully submitted

Roberta Olson

Library Director