



Dr. Mary Ann Tricarico
 Director
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Monika Wilkinson, Chair
 Margaret Connolly
 Tracy Driscoll
 Sarah Santos
 MaryAnn Sliwa

DPL TRUSTEES MEETING MINUTES	
DECEMBER 21, 2015, ENDICOTT LIBRARY, 6:00PM	
MEETING CALLED BY	DPL Trustees
TYPE OF MEETING	Discussion Meeting
CHAIRMAN	Monika Wilkinson
SECRETARY	Sarah Santos
ATTENDEES	Tracy Driscoll, Margaret Connolly, Sarah Santos, Monika Wilkinson, MaryAnn Sliwa
ATTENDEES BY SKYPE	
PUBLIC ATTENDEES	

The December 21, 2015 meeting of the Dedham Library Board of Trustees was called to order at 6:04pm by Chair, Monika Wilkinson.

1. Public Input:

No Public Input

2. Old/New Business:

Ms. Wilkinson and Ms. Driscoll met and composed an Interim Director job description.

Ms. Sliwa will open a new gmail email account which will be accessible by all Trustees for candidate correspondence.

The Interim Director job will be posted on MBLC, Simmons, Indeed, and Town Website. The job will be sent internally on December 28, 2015 and posted publicly on January 4, 2016.

Discussion continued about forming search committees. The Trustees agreed to form two different committees. Ms. Wilkinson and Ms. Santos will be on the Interim Director search committee. Ms. Driscoll and Ms. Sliwa will be on the Director search committee. Ms. Connolly will fill in on Interim search committee if there is a vacation conflict for Ms. Santos.

3. Action Item Review:

Action Item	Person	Date Due
RFQ; space planning; discussion library of future	Dr. Tricarico	On-going updates
Sponsor-a-Spot Civic Pride	Ms. Santos	Spring
Policy Review	Ms. Driscoll will provide info to date; all Trustees	January
Parking Lot & Street Take Pictures of Signs	Ms. Connolly	December
Develop a survey and then plan focus groups regarding library hours	Trustees & Consultant	November/December implementation January
Develop new material for Fincom Re: staffing needs	Ms. Driscoll & Ms. Wilkinson	December Implementation January/February

Ms. Wilkinson made a motion to adjourn the meeting. Ms. Sliwa seconded. The meeting was adjourned at 7:30pm. Next meeting date is January 7, 2016 at 7:00pm at the Endicott Library.

Respectfully submitted,

Sarah Santos