

**Chelmsford Public Library Trustee Minutes –Special Meeting:  
Interviews of Final Candidates for the Library Director Position  
March 22, 2023**

**Trustee Board Members Present:** David Braslau

(in-person), Kathy Fox (in-person), Kevin Hamilton (in-person), Maggie Marshall (in-person), Deborah Robson (in-person), Adam Schertzer (in-person), Phakdey Yous (in-person)

**Associate Board Members Present:** Michelle Fearon (in-person), Wendy Segal (in-person), Josh Wimble (in-person)

**I. Adam called the meeting to order at 6:00 pm.**

**II. Announcements**

A. Maggie read the Land Acknowledgement aloud.

**III. Finalist Interviews**

A. Candidate, Lesley Kimball, was interviewed beginning at 6:02pm; ending at 6:59pm.

B. Candidate, Maureen Amyot, was interviewed beginning at 7:15pm; ending at 8:12 pm.

**IV. Discussion of Finalists**

A. The Board discussed the candidates, Lesley Kimball and Maureen Amyot. Each member shared their thoughts about each candidate and considered interviews, references, experience, application materials, etc.

B. Deb introduced a motion to vote on Lesley Kimball to hire as the next Library Director.

C. David seconded the motion to hire Lesley Kimball as the next Library Director.

D. The motion to hire Lesley Kimball was passed unanimously by the Board.

**V. Discussion of Salary and Announcement of New Library Director**

A. The Board reviewed the town salary table and discussed a number of salary and paid time off (PTO) options.

B. Maggie introduced a motion to offer Lesley Kimball the grade 9, step 5 salary, which is listed at \$119,664.85 per year, with her current level of PTO accrual of 1.5 days per month.

C. Adam seconded the motion.

D. The Board unanimously agreed to offer Lesley Kimball the grade 9, step 5 salary, which is listed at \$119,664.85 per year, with her current level of PTO accrual of 1.5 days per month.

E. David suggested we make an announcement of Lesley's hiring on social media, with Jeff's help. Kathy suggested a party with library staff within the next couple of weeks; however Maggie pointed out that it would have to be held on a Friday if the Board is proposing after work hours. Wendy suggested a potential open house during the day to formally introduce Lesley to patrons and other members of the community. The Board decided to schedule a Special Meeting to plan Lesley's formal party/announcement. The date for this meeting will be determined soon.

F. The Board called Lesley to offer the position of Library Director. She verbally accepted.

G. Kathy drafted a letter of agreement and will send this letter to Adam. Adam will bring the letter of agreement for Lesley's review and signatory on 3/23.

**VI. Adjournment**

A. Maggie motioned to adjourn the meeting and it was adjourned at 9:27 p.m.