

**West Bend Community Memorial Library**  
**630 Poplar Street, West Bend, WI 53095**  
**262-335-5151**  
**[www.west-bendlibrary.org](http://www.west-bendlibrary.org)**

**Selection Committee Meeting Minutes**  
**January 18, 2011**

The Selection Committee meeting was called to order at 8:20 p.m. by board president, Jim Fowler.  
Board Members Present: Jim Fowler, Doug Rakowski, Judy Schaar, and Courtney Spousta.

Select Where to Place Ads: Doug provided the cost detail for running an ad in the Milwaukee Journal. Jim provided detail on the cost for posting on WLA (Wisconsin Library Association). An ad placed in ALA (American Library Association) could include a link to the WBCML site, with detail on the open position provided there. It was decided to post an ad on WLA, ALA and have the open position information available on the WBCML site. Jim will be responsible for these postings.

Finalization of Position Ad: Members decided to accept applications through February 28th, 2011.

Develop Interview Questions: Members were reminded to consider questions for the phone and full interview. These will be brought to the next meeting.

Next Meeting: Not finalized at this time. We will see when a fifth member will join the committee and how many applications are received. These will help determine the next time we will meet.

Adjournment: The meeting adjourned at 8:35 p.m.  
Respectfully submitted,  
Judy Schaar, Secretary