

Personnel Committee Meeting

April 11, 2017

4:30 pm

Present: Ms. Vanderminden, Mr. Lebowitz, Mr. Rottenstreich, Ms. Webb, (by phone) Ms. Caimano.

Ms. Vanderminden called the meeting to order at 4:35 pm.

The meeting was held so that the committee can come up with a form to evaluate the Director. The committee was sent the most recent SALS evaluation form. They also received several other evaluation forms to look at.

The SALS evaluation form focuses more on the evaluation of the administration of the Library rather than the evaluation of the Director. The focus is on whether the Library is going in the direction the Board wants it to go. The more traditional evaluations focus more on the Director.

After some discussion it was decided by the committee to use the SALS evaluation form as their template. There are some questions that the committee has and will refer to Sara Dallas for her opinion on them.

The Personnel Committee will send out the chosen evaluation form to the full Board. They will then hold an Executive Session so that the full board can discuss it together and follow the guidelines that are in place. The forms are to be returned on or before the September 27, 2017 meeting. The Personnel Committee will tabulate the results. The board will meet in an Executive Session at the October 25, 2017 meeting to review and discuss the results. They will then present the results to the Director.

Meeting Adjourned at 5:09 pm

Respectfully submitted,

Linda Webb

Administrative/HR Assistant