

8/9/17 Personnel Committee Meeting Minutes

1. **Call to Order:** Chair Statz called the meeting to order at 4:50 pm.
2. **Roll Call:** Present – Brian Busler and Mary Statz; Bob Glasser was unable to attend. Also present Nikki Busch, Library Director.
3. **Adopt/Amend Agenda:** Busler moved to adopt the agenda; Statz seconded and the motion carried 2 – 0.
4. **Approve Minutes:** Busler moved and Statz seconded approval of the 7/22/17 meeting minutes. Motion carried 2 – 0.
5. **Discussion and possible action re: Review staff and Board questions from the last director evaluation and finalize questions for this year's director evaluation.** Statz moved and Busler seconded a motion for the Personnel Committee to table this discussion until the next Personnel Committee meeting. Motion carried 2 – 0.
6. **Discussion and possible action Re: Finalize the timing of the staff and Board questions for the library director annual evaluation.** Statz moved and Busler seconded a motion for the Personnel Committee to recommend that the Oregon Public Library Board will respond to three questions during a closed session of the September Library Board meeting and staff will have a window of time to respond to three questions in September also. The motion carried 2 – 0.
7. **Closing and Future Agendas:** Another meeting is needed before the September Board meeting to finalize director evaluation questions, review the Adult Services Reference Librarian/Supervisor position description and salary (closed session).
8. **Adjournment:** Statz moved and Busler seconded a motion to adjourn; motion carried 2 – 0. The meeting adjourned at 4:54 pm.