

FINANCE & PERSONNEL COMMITTEE MEETING
MINUTES
January 28, 2016

A meeting of the Racine Public Library Board's Finance & Personnel Committee was held on Thursday, January 28, 2016 at 1:00 PM in the Pomeroy Room.

Committee members Carole Johnson, James O'Hagan, Mollie Jones and Ahmad Qawi were present. Library Board President Melissa Kaprelian-Becker was present. Committee member Luisa Morales was excused. Library Director Jessica MacPhail also attended.

Committee Chair Carole Johnson called the meeting to order at 1:00 PM.

The committee reviewed the process of conducting the performance evaluation of the Library Director. It was agreed by consensus that the Rockford Public Library's form would be used, deleting reference to Building and Grounds; using the words "Meets Expectations" instead of "Average" for the middle rating; adding a rating of "not observed" or similar wording; and adding more room for comments. It was agreed to include more staff in the evaluation process: the Lead Workers, the professional librarians, and the Administrative Assistant. Mr. O'Hagan volunteered to conduct the review by email and process the results. A meeting of the Finance & Personnel Committee was set for February 17, 2016 at 3:30 PM in closed session to discuss the results.

Having no further business to conduct, the meeting adjourned at 1:35 PM.

Respectfully submitted,

Jessica MacPhail
Recording Secretary