

**Personnel Committee Meeting
September 8, 2020
Minutes**

1. Call to Order

Notice of the time of the meeting and agenda having been posted on the library bulletin board and one other public place, forty-eight hours prior to the meeting as required by law, the meeting was called to order at 6:01 p.m. by Sylvia Haas, President.

2. Roll Call

Committee Members Present: Marie Bass, Sylvia Fulk, Terri Gens, Sylvia Haas
Other Trustees Present: Kristine O’Sullivan
Not Present: Michael Duebner, Brian Gilligan
Staff Present: Su Reynders
Visitors: None

3. Audience to Visitors

No visitors spoke.

4. Library Director Evaluation Process

Trustees reviewed sample evaluation forms and agreed on a format to use, modifying it to include language about goals. Director Reynders will submit a self-evaluation that includes goals for the next evaluation period.

The committee members agreed to solicit non-anonymous feedback from all staff, asking: “In what areas is the director particularly effective?” and “In what areas could the director be more effective?” Director Reynders will work with MPPL IT to establish the email or form process. President Haas will send the initial email to all staff and interested staff will respond to all Board members. Trustees agreed to ask responding staff to include their name, position, and years at the library.

5. Adjourn to Closed Session

As pursuant to 5 ILCS 120/2 C (1), the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Motion was made by Trustee Fulk and seconded by Trustee Gens to adjourn to closed session at 6:53 p.m.

6. Reconvene Open Session

President Haas reconvened the meeting in open session at 7:11 p.m.

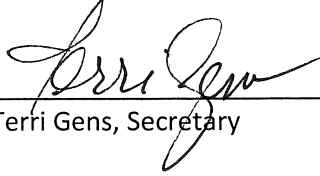
7. Calendar items

- a. Regular Board Meeting – September 17 – 7 p.m.
- b. Foundation Board Meeting – September 28 – Terri Gens
- c. Special/COW/Personnel Board Meeting – October 1 (tentative)
- d. Regular Board Meeting – October 15 – 7 p.m.
- e. Foundation Board Meeting – October 26 – Brian Gilligan

Mount Prospect Public Library
Board of Library Trustees
10 S. Emerson Street | Mount Prospect, IL 60056

8. Adjournment

Personnel Committee meeting adjourned at 7:12 p.m.



Terri Gens, Secretary

Approved as submitted 09/17/2020