

CHATHAM AREA PUBLIC LIBRARY DISTRICT
MEETING MINUTES - LIBRARY DIRECTOR EVALUATION COMMITTEE

Monday, February 20, 2023 6:30 PM

Meeting held in the Library Study Room

I. Board Meeting Called to Order

Meeting called to order at 6:30pm. Attendees included Michael Roubitchek, Christine Westerlund and Leslie Ross.

II. Recognition of Visitors / Public Comments

No visitors or public comments

III. Unfinished Business

A. Other

IV. New Business

A. Library Director Evaluation / DISCUSSION

Executive Session 5ILCS120/2(c)(2) (If deemed necessary)

The committee members discussed how to approach evaluating Director Byers' performance so that a recommendation could be made on her proposed salary for the next Fiscal year. After discussion, the committee members decided to distribute the Director Evaluation Form that as used last year to all seven Board Trustees and request that each Trustee fill out the document in full before the next Board meeting in March 2023. It was agreed that the committee will meet again prior to the Board's March 2023 meeting, with a goal of developing a proposed salary recommendation for the Director and presenting that recommendation during the March 2023 Board meeting. The committee members also discussed the need to update the Director's written job duties, which will also be discussed during the Board's March 2023 meeting.

B. Other

V. Announcements

A. Other

VI. Adjournment

Meeting adjourned at 6:55pm