

**FREMONT PUBLIC LIBRARY
PERSONNEL COMMITTEE MEETING
03-27-24 MINUTES**

1. The personnel committee meeting was called to order at 6:00 pm
2. Committee Members Present: Trustee Nalezny, Trustee Smogor, Trustee Kasten, Trustee MacKay. Also present: Director Long, Business Manager Tovar
3. Kasten made a motion to approve the agenda as presented, Smogor seconded. There was no discussion on the motion. Motion carried by voice acclaim.
4. There was no public comment.
5. Review of Current Evaluation Process:
 - a. Long discussed the lack of uniformity or consistency with the current evaluation process, and noted that there is no information about the way that the previous director was reviewed.
 - b. The committee members discussed the difficulties in reviewing the Director, as they don't work with them on a day-to-day basis and must rely on their own reporting of accomplishments.
6. Review of other potential evaluations and processes
 - a. After discussion, the committee felt that moving to a quarterly review process, like that of a "no rating" review would be more appropriate. The committee felt strongly that they wanted it to be a conversation about employee development as opposed to a one-sided appraisal. They suggested creating annual goals and discussing them together.
 - b. It was decided that the committee needs to meet again. The committee requested information about the average raises the library director has received vs. what the other staff received. The committee would like to standardize the process for determining compensation for the Director.
 - c. At the next meeting, the committee will discuss development of the library director's goals, what the procedure will be for the review process, when and how the full board will be involved in the process, and whether they would like to continue to include a numeric or descriptive rating system for the reviews.
7. Meeting adjourned at 6:55 pm

Approved

/S/ Sharon Smogor

4/18/24