

**Rockingham Free Public Library
Personnel Committee Meeting Minutes
April 21, 2015, 5:00PM. RFPL Youth Department Program Room**

Committee members present: Carol Blackwood (Chair), Pat Fowler, John Bohannon, Karin Fischer
Library personnel present: Celina Houlné (Library Director)
Members of the public present: None

1. The meeting was called to order at 5:08PM by Blackwood.
2. There was no change to the agenda.
3. There was no public comment.
4. The minutes of the meeting of March 17th were amended to properly spell one name and then were approved.
5. The committee discussed the process for the annual evaluation of the Library Director. A draft model for the written evaluation was developed and agreed upon by the full committee. Blackwood will consolidate and type the draft and e-mail it to the committee and Director prior to the next meeting. At that time it is hoped we can approve the draft and prepare to present it to the Library Board at its next meeting.
6. The committee, with the Director, entered into executive session at 6:15PM to discuss the Library Director's contract and conduct the monthly performance review. The committee came out of executive session at 6:30PM.
7. There was no new business brought before the committee.
8. The next meeting is on May 11th at 5PM at the RFPL.
9. The meeting adjourned at 6:30PM.

Respectfully submitted by John Bohannon, Committee Secretary, April 22, 2015.