

**Rockingham Free Public Library
Personnel Committee Special Meeting Minutes
September 15, 2015, 5:15 PM. RFPL Top Floor Meeting 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:

1. The meeting was called to order at 5:20 PM by Blackwood.
2. There was no change to the agenda.
3. There was no public comment.
4. The minutes of the meeting of August 18th were approved.
5. Director evaluation. The next steps were discussed. Each committee member will write a short summary paragraph of two or three of the nine categories in the evaluation form. These paragraphs should be brought to the next meeting on a USB drive; then the form and style will be harmonized and the nine paragraphs consolidated.
6. New business. None
7. The next meeting is on October 13at 5:15 PM at the RFPL.
8. Review of tasks. See above
9. The committee, with the Director, entered into executive session at 5:25 PM to discuss the Library Director's contract and conduct the monthly performance review. The Director left at 5:40 PM and the executive session continued to process parts of the Director's evaluation. The committee came out of executive session at 6:30 PM.
10. The meeting adjourned at 6:30 PM.

Respectfully submitted by John Bohannon, Committee Secretary, September 15th, 2015.