

**Rockingham Free Public Library  
Board of Trustees Personnel Committee Meeting  
Tuesday, October 22, 2019**

**Present:** John Bohannon, Martha Rowley, Ellen Taetzsch, Kate Kane

- 1. Call to Order :** 4:16 PM
- 2. Additions to Agenda for routine administrative matters and/or pressing matters that will require ratification at a future meeting :** None
- 3. Public Comment (3 minutes per person) :** None
- 4. Approve Minutes of April 16, 2019 meeting :** Ellen moved, John seconded. Approved unanimously.
- 5. Evaluation Process :** The chronology for the evaluation of the Library Director was discussed and revised.
- 6. Other Business :** None
- 7. Executive Session –** None needed.
- 8. Review Action Items and Proposed Agenda Items for Next Meeting :** John will write up the new chronology and present it at the October 29, 2019, Board of Trustees meeting.
- 9. Set Date for Next Meeting :** Thursday, November 21, 2019, at 4:15 PM.
- 10. Adjourn :** Ellen moved to adjourn. Martha seconded. Meeting adjourned at 4:48 PM.

Respectfully submitted,

Kate Kane, Secretary