

**Rockingham Free Public Library
Board of Trustees Personnel Committee Meeting
Tuesday, Dec. 8, 2020**

Present: Ellen Taetzsch, Martha Rowley, Don Tretler, Brady Weinstock, Celina Houlne

Absent: n/a

LOCATION: To protect the health of the public, the meeting was held online via Zoom.

1. **Call to Order:** 6:03 pm.
2. **Additions to Agenda for routine administrative matters and/or pressing matters that will require ratification at a future meeting:** n/a
3. **Public Comment (3 minutes per person):** n/a
4. **Approve Minutes of Dec. 8, 2020 meeting:** Ellen moved, Martha seconded. Motion was approved, with Don abstaining because he was not at the last meeting.
5. **Discuss Transition Plan:** Committee reviewed the actions that will be taken over the next six months to fill the position of Director upon the retirement of Celina. The Personnel Committee will report to the full board on the process at the board meeting on July 6.
6. **Other Business:** n/a
7. **Review Action Items and Proposed Agenda Items for Next Meeting:** TBD after meeting of full board.
8. **Set Date for Next Meeting:** Aug. 4 at 6 pm.
9. **Executive Session (If Necessary):** n/a
10. **Adjourn:** Ellen moved, Brady seconded. Meeting adjourned at 7:09 pm.

Respectfully submitted,
Brady Weinstock, Secretary