

MADISON LIBRARY, BOARD OF TRUSTEES  
NON-PUBLIC MEETING  
SEPTEMBER 28, 2016, 3:30 PM  
CHICK ROOM, MADISON LIBRARY  
APPROVED MINUTES

ATTENDANCE: Chair Cheryl Littlefield, Sandra Carr, Angela Johnson, and John Filson

CALL TO ORDER: Chair Cheryl Littlefield called the meeting to order at 3:30 PM.

PURPOSE OF THE MEETING: The Chair announced the purpose of the non-public meeting was to discuss and evaluate the performance of the Library Director, and to decide if any change of salary was warranted, and if so the amount of the new salary.

DISCUSSION OF PERFORMANCE: As the first order of business the Chair distributed copies of the performance evaluation forms for the Library Director submitted by the trustees, present and not present. The evaluations were all very favorable indicating general approval of and appreciation for the performance of the Library Director since she replaced the previous Director.

Following review of the written evaluations, the Trustees present engaged in further discussion of the performance of the Library Director. The Trustees present agreed with the of the results of the written appraisal process: that the Director is performing at a high professional level, that the library is well managed under her leadership, and that the library staff is working well as a team serving patron needs. The Trustees present took particular note of the Director's outgoing and personable manner in engaging library patrons and of her efforts to encourage reading by the youth of Madison. The Trustees present unanimously agreed that the Director is a valuable asset to the Madison Library and Madison community.

The Trustees noted that the Director should be encouraged to pursue academic studies in Library Science. It is understood by the Trustees that this was noted and accepted in the discussion of the initial offer of the Library Director position to the incumbent.

COMPENSATION: After a general discussion including the Library Director's performance, the library budget, and consideration of other salaried positions in the town the Trustees present unanimously agreed, pending approval of Trustees not present, to increase the Director's salary beginning in 2017 by one thousand dollars (\$1,000).

DISCUSSION WITH THE LIBRARY DIRECTOR: Following these discussions the Chair asked to Library Director to join the meeting. The Chair conveyed the results of the discussions to the Library Director, the Trustees appreciation for her efforts on behalf of the Madison Library, and the decision to raise her level of compensation.

ADJOURNMENT: After a motion to adjourn by Sandra Carr, seconded by John Filson, and passed by those present the Chair adjourned the non-public meeting at 4:15 PM.

Draft Minutes  
Respectfully submitted,

John Filson, Trustee  
Meeting for September 28, 2016

Minutes Approved: December 21, 2016

Library Board of Trustees  
Non-public meeting  
September 28, 2016  
1 page