Bloomington Public Library
Board of Trustees
Budget and Personnel Committee

Tuesday, November 5, 2019

5:30 p.m.

William C. Wetzel Reading Room
205 E. Olive Street, Bloomington, IL 61701

Minutes

I. Call to Order
Alicia Henry, Chair, called the meeting to order at 5:30 p.m.

II. Roll Call

Members present:	John Argenziano, Dianne Hollister, Matt Watchinski, Julian Westerhout, Alicia Henry
Members absent:	None
Others present	Jeanne Hamilton, Caprice Prochnow

III. Introductions
There were no introductions.

IV. Public Comment
There were no public comments.

V. Approval of Minutes
A. October 2, 2019 Regular Meeting Minutes
John Argenziano moved, Matt Watchinski seconded, to approve the minutes from the October 2, 2019 meeting. The motion carried unanimously.

B. April 3, 2018 and April 2, 2019 Executive Session Minutes
Matt Watchinski moved, Dianne Hollister seconded, to approve the Executive Session minutes from the April 3, 2018 and April 2, 2019 meetings.

VI. Old Business
There was no old business.

VII. New Business
A. Discuss Revisions to Director's Evaluation Tool
Alicia Henry reviewed the background on the Director's Evaluation Tool and some of the issues that have been brought up by the Trustees when filling out the evaluation.

John Argenziano shared his professional experience with performance reviews, and offered some ideas
Dianne Hollister offered some samples of Director Evaluation Tools from other libraries to consider.
There was some discussion about the Director filling out the evaluation as well, in advance of the Trustee evaluations. Along with this, the members discussed breaking out the evaluation into two different evaluations, one for the Board and one for staff. Another consideration was possibly going with a pared down evaluation tool in a different format.
The consensus reached was to split out the current evaluation tool for this year's review, work with Director Hamilton on goals going forward, and then work on crafting a new evaluation tool, after next April.
The members went through the evaluation tool and agreed on which performances should be in the evaluation instrument for the Trustees and which for the staff.
Director Hamilton and Alicia Henry will craft the new tools and send to the Committee Members to review. The revised Director Evaluation Tools will be on the next Board Meeting Agenda for approval.

Julian Westerhout departed the meeting at 6:23 p.m.

VIII. Adjournment

John Argenziano moved, Dianne Hollister seconded, to adjourn the meeting. The motion carried unanimously.

Alicia Henry, Chair, adjourned the meeting at 6:25 p.m.