

PERSONAL COMMITTEE
MEETING MINUTES

DRAFT

MINUTES

May 13, 2025 @ 4:00pm

Committee Members Present: Lisa Menerick, Caryn Lannon, Penni DeWitt, Cathy Rusco

Staff Members Present: Ellen Peters

The meeting was called to order by Chair Menerick at: 4:00 p.m. in Program Room B.

Agenda Approval: Dewitt moved, Rusco supported, all aye

Minutes of 8/20/2024 Approval: Rusco moved, Peters supported, all aye

Discussion Items:

- Executive Director's Evaluation Tool. Peters presented a few options of tools from other libraries. It was decided to modify the tool used by Irvin L. Young Memorial Library from Whitewater, WI to suit the purposes of LDL. Peters will make these changes and send to committee. The ratings will be Needs Improvement, Meets Expectation, and Exceeds Expectation. A Google survey form will be sent to all board members two months before the ED's anniversary date.
- A shorter survey will be sent to Executive Director's direct reports: Assistant Director, Head of Youth Services, Head of Adult Services, Community Engagement and Marketing Manager, and accountant.
- Executive Director will also go over annual goals with the Board President at time of evaluation, and update the board on those goals monthly within the Director's Report.

Public Comment: None

Meeting adjourned at 4:45 p.m.

Respectfully submitted,

Ellen Peters, Executive Director