

**Rochester Public Library District
Personnel Committee Meeting
January 11, 2016**

Call to Order: 10:07 am

Trustees present: Diana Kerr-Herrmann, Matt Fuller

Library Staff: Janet McAllister

Visitors: None

Personnel Issues: Trustees Kerr-Herrmann and Fuller discussed the following:

- December 16, 2015 meeting minutes approved.
- The draft director's agreement was presented to Director McAllister. The agreement underwent a legal counsel review prior to the meeting. The draft agreement will be presented at the next Board meeting (January 14) for consideration.
- The revised Director's position description was discussed and will be presented at the next Board meeting for consideration.
- The Director's evaluation was finalized and signed by Director McAllister and Trustees Kerr-Herrmann and Fuller. One copy of the signed evaluation was given to Director McAllister and the original will be placed in the library's file.
- The draft revised Travel Policy was prepared and discussed. The revised Travel Policy will be presented at the next Board meeting for consideration.

Other business: None

Next meeting: None planned.

Adjournment: 11:50 am