

Pillsbury Free Library

Personnel Committee Meeting

March 7, 2013

Present: David Pook, Joan Warren, Director Nancy Ladd

The meeting opened at 4:10

The committee members compared the Director's job description with the annual Board of Trustees Performance Evaluation questionnaire. Time was spent rewriting parts of each to clarify the two documents. Three of the seven job description categories were aligned: Assisting Board with Administration; Statistic and Reports; Personnel Management. The last four will be addressed at a subsequent meeting.

The meeting closed at 5:35

Notes submitted by Joan Warren.