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MINUTES OF SPECIAL MEETING

Bethel Public Library Board of Directors

Personnel Committee

Friday, August 5, 2011

12:30 p.m.

Bethel Public Library, 189 Greenwood Avenue

Present: Chairman Eileen Freebairn, Mary O'Leary, Mary Spain, Jane Bickford ex officio.

Absent with notice: Lynn Rosato, Library Director

Call to Order: Chair Eileen Freebairn called the meeting to order at 12:32 p.m.

Approval of Minutes: Motion made by Mary Spain to accepted the Personnel Committee Minutes of November 19, 2010. Motion seconded by Mary O'Leary. Motion passed unanimously.

Consideration of Salary Range Schedule FY 2011-12: The proposed salary range schedule is the same as last year's. Motion by Mary Spain to accept the proposed Salary Range Schedule for FY 2011-12 and recommend it to the Library Board. Motion seconded by Mary O'Leary. Motion passed unanimously.

Review of Library Director Evaluation Process: Eileen Freebairn reviewed changes to the evaluation process over the last several years. Discussion of comments made by Board members last year regarding the level of detail required from the Library Director and Board members to complete the evaluation process. Discussion of perceived need to simplify the process while still providing Board members with the opportunity to participate in the evaluation.

The Library Director's Evaluation Process Timeline chart will be revised to reflect the above concerns, and presented at the next meeting of the Personnel Committee for additional discussion and approval prior to the August Board meeting.

Consideration of Sick Leave Policy: Legislation recently passed by the State of Connecticut (Public Act 11-52) requires that sick leave be paid to full-time and part-time employees

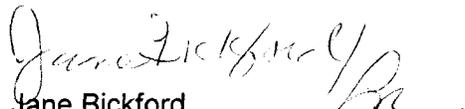
employed as service workers, which includes library staff. Library Director Lynn Rosato prepared an analysis of the provisions as they will impact the Library's Personnel Policies, and raised policy questions for the Committee to consider, and the Board to decide, concerning specific applications where the Library's Personnel Policies already exceed the requirements of the new law. Discussion of the documentation and statement provided by Library Director Rosato. The Committee will continue the discussion at its next meeting when Library Director Rosato can be present.

Next Meeting: Friday, August 12, 2011 at 2:00 pm at the Library.

Motion made by Mary O'Leary to adjourn the meeting. Motion seconded by Mary Spain.
Motion passed unanimously.

Chairman Freebairn adjourned the meeting at 1:55 p.m.

Respectfully submitted,


Jane Bickford
Library Board Chair