



75 7th Street
Racine, WI 53403

P 262-636-9212
W RacineLibrary.info

Racine Public Library Board of Trustees Finance & Personnel Committee **APPROVED Meeting Minutes**

A meeting of the Racine Public Library Board Finance & Personnel Committee was held on June 6th at 10:15 am via a hybrid fashion (video conference and in-person).

Members present: Damian Evans, Melissa Kaprelian, Chris Terry, and Sue Trottier.

Members absent: Becky Hornung, Alberto Huerta, and Melvin Hargrove.

Staff Members present: Executive Director Angela Zimmermann

1. **Call to Order.** Finance & Personnel Chair Kaprelian called the meeting to order at 10:15 am.
2. **Introductions.** None
3. **Public Comment.** None
4. **Approve Minutes of May 9th Finance and Personnel Meeting.** Trustee Trottier made the motion to approve the minutes and Trustee Terry seconded it. Motion passed.
5. **New Business (Discussion/Action Items)**
 - a. **Discussion on recommended changes to the Librarian II position description for the Adult Services and Programming Librarian - Discussion/Action:** The changes to the description were discussed with the most notable change being the removal of the (MLIS) Master's Degree in Library and Information Science requirement, which will result in less barriers for applicants. Trustee Trottier made the motion to approve the changes and Trustee Evans seconded it. The motion was passed and will be brought to the full board for final approval.
 - b. **Approve Executive Director's Performance Evaluation process (referral from the March Board of Trustees meeting) – Discussion/Action:** Part of the discussion centered around a form that the Board and the various staff would complete during the evaluation process. The same form will be used by everyone, with certain sections not applicable to all parties. Angie will work on that form and bring a draft back to the committee. A motion was made by Trustee Trottier to approve the Executive Director Performance Evaluation Process and Trustee Evans seconded it and the motion was approved.
6. **Referral Items.** None
7. **Confirmation of Next Meeting: To be determined**
8. **Adjournment**