

**Middletown Public Library
Board of Trustees
Library Director Evaluation Committee
Minutes of Meeting—July 13, 2011
Middletown Public Library
700 West Main Road
Middletown, RI**

Members Present: Sally Gauch, Chair, Lucie-Anne Dionne-Thomas, Secretary. Theresa Coish, Library Director, and Paul Lamond, Chair, Library Board of Trustees

Members Absent: None

Meeting called to order at 3:31 p.m. by Sally Gauch.

Old Business: None

New Business: Ms. Coish waived any written notice required under RIGL 42-46-5(a)(1), and waived her right to have the discussion of her job performance take place in open session. With Ms. Coish and Mr. Lamond present, Ms. Gauch and Ms. Dionne-Thomas discussed the staff survey relative to the library director's performance, the director's self-evaluation contained on the town's website in the new format, and the means to be used to obtain information for the director's evaluation from the trustees. Ms. Coish commented on one

observation from an employee that said there should be delegation of time sheets to part-time non-management, non-union staff member. Ms. Coisch indicated that per sound accounting practices, time sheets were reviewed by two non-union personnel.

Library Director and Chair, Middletown Library Board of Trustees, exited meeting at 3:59 p.m.

Motion to enter executive session for the purpose of discussing the Library Director's evaluation: Dionne-Thomas. Second: Gauch. Unanimously carried.

Executive session began at 4:00 p.m.

Executive session terminated at 5:19p.m.

Open session resumed at 5:20 p.m.

The meeting adjourned at 5:21 p.m.

Respectfully submitted,

/s/

Lucie-Anne Dionne-Thomas

Secretary