

WESTERVILLE PUBLIC LIBRARY
HUMAN RESOURCES COMMITTEE
MEETING MINUTES
JULY 13, 2016; 6:00PM

ATTENDING: DEANNA MCDANIEL, KAREN SCHOLL, JACK SHINNOCK,
DON BARLOW, AND KATRINA PLOURDE

1. CALL TO ORDER

Meeting called to order at 6pm.

2. APPROVAL OF THE AGENDA

Agenda approved.

3. DISCUSSION AND APPROVAL OF MINUTES FROM PREVIOUS MEETING
OF MARCH 29, 2016

Minutes approved.

4. OLD BUSINESS

a. ED'S 2016 REVIEW OF GOALS

The Executive Director reviewed his goals for 2016 and accomplishments to date. At this point in time, we are in great shape.

b. STRATEGIC PLAN - ED'S PRIORITIES

The Executive Director continues to make progress on current Plan. A plan to replace the current one is on hold, pending the hiring of a new Executive Director.

c. BOARD RETREAT

We talked about schedule. When Mr. Shinnock sends out drafts of agenda, he will ask about dates to be meet for the 2-hour follow up meeting.

d. DEVELOPING SALARY METRICS FOR STAFF, ED, AND FO

Nothing new until additional information becomes available in August.

5. NEW BUSINESS

a. RECRUITING NEW BOARD MEMBER

We discussed the calendar and agreed to hold interviews Wednesday, October 19 and Thursday, October 20. We also agreed to explore options for obtaining a diverse group of applicants. And that experience with strategic planning activities would be helpful.

6. DISCUSSION ITEMS

Ms. Plourde presented employee turnover statistics and analysis. The reason the majority of employees leave is to accept another job that involves full-time or advancement opportunity.

Concerning the hiring of a Marketing manager, it was noted that technology expertise would be helpful.

7. ADJOURNMENT

Meeting adjourned at 6:45pm.

NEXT MEETING: Tuesday, October 25, 2016, at 5:30pm.