

EHPLS Minutes
Governance Committee
Moodus Branch
April 1, 2015

Members present: Lucille Gardner, Maureen Gillis, Andrea Pascal

Also present: Mike Gilroy, Library System Director

Maureen called the meeting to order at 5:33 PM.

UNFINISHED BUSINESS:

Trustee Training:

- A worksheet for Trustee training on the ACLB and EHLS Manuals was prepared for discussion at the Trustee meeting. Agreement that training should start when new Trustees are elected (December)

Director Evaluation Process:

- The “Monthly Goals” document will be added to the Trustee Manual. Shea/Lucille/Michael will revise for 2015 during their next meeting.
 - An annual revision process will be incorporated in the Trustee Calendar
- The Evaluation Tool was revised to eliminate redundancies and will be added to the Trustee Manual
 - Michael will revise the Organization Chart to reflect the actual reporting relationship and send to Maureen for the Manual
- The “Satisfactory Expectations Tool” is considered finalized and will be inserted into the Manual
- The Director Evaluation Process was revised to reflect the actual process

Next meeting scheduled for May 6 at Moodus branch at 5:30 pm.
Meeting adjourned at 6:10 PM.