



Closed session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body in compliance with 5 ILCS 120/2 (C)(1)

Closed Session Minutes

1. Call to order of closed session

The closed session of the Board of Library Trustees Regular Meeting was called to order by President Jefferson at 8:49 p.m. on January 10, 2018, and was audiorecorded in its entirety. The closed session was for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body in compliance with 5 ILCS 120/2 (C)(1).

2. Roll call

Upon roll call, Trustees Boland, Jefferson, Sherman, Snyder, Vanderhoek, and Westhoff were physically present. Trustee Brauer was absent.

Trustee Jefferson moved, seconded by Trustee Vanderhoek, that Trustee Brauer be permitted to attend the January 10, 2018, closed session of the regular meeting of the Palatine Public Library District Board of Library Trustees by means of audio conference.

Roll call vote:

Aye: Boland, Jefferson, Sherman, Snyder, Vanderhoek and Westhoff.

Nay: None.

Abstain: None.

Absent: Brauer. **Motion carried.**

Trustee Brauer joined the closed session via audio conference at 8:55 p.m.

3. Introduction of visitors

None.

4. Discussion of Interim Director's performance evaluation and compensation

President Jefferson said the Board should give Assistant Director Melissa Gardner a performance evaluation for the six-month period that she served as Interim Director because the Board was her direct supervisor at the time. Trustees agreed to fill out performance evaluation forms and return them to President Jefferson within 10 days. President Jefferson said he would call a closed session meeting with Assistant Director Gardner to complete the performance evaluation.

President Jefferson also said he thought Assistant Director Gardner deserved extra compensation for the time she served as Interim Director. He noted that other Palatine Library managers received bonuses during those six months and that Assistant Director Gardner probably would have received a bonus too had she not been Interim Director. President Jefferson said he wanted to explore the possibility of giving Assistant Director Gardner a merit increase in her salary or a bonus to reflect her service as Interim Director but was uncertain whether the Board had the authority to do so. He said he would ask Executive Director Jeannie Dilger and Assistant Director Maureen Galvin how this might be achieved.

5. Reconvene to regular session

President Jefferson reconvened the meeting to regular session at 9:10 p.m.

Prepared by Jeffrey Westhoff 

Approved on Aug. 8, 2018


Trustee


Trustee