



**Board of Library Trustees  
Director Evaluation Committee**  
Board Room, Main Library  
700 North Court, Palatine, IL  
November 26, 2018 7:00 p.m.

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**MINUTES**

**1. Call to order**

The meeting was called to order by Committee Chair Jefferson at 7:10 p.m.

**2. Roll call**

Upon roll call, Trustees Boland, Brauer, Sherman and Jefferson were physically present.

**3. Introduction of visitors**

Also in attendance was Executive Director Jeannie Dilger.

**4. Discussion of timeline for upcoming one-year review and future annual review**

The committee reviewed the Executive Director's Job Description and discussed the evaluation process including the evaluation tool to be used and timeline for completion of the evaluation.

**5. Other Business**

None

**6. Dates for Next Budget Committee meetings**

January 3, 2019, at 4:00 p.m. at the Main Library.

**7. Adjournment**

Committee Chair Jefferson adjourned the meeting at 8:27 p.m.

Approved: 8-20-19

  
Trustee

  
Trustee

Prepared by Bruce Jefferson