



**Board of Library Trustees
Director Evaluation Committee**
Meeting Room 2, Main Library
700 N. North Court, Palatine, IL
October 5, 2021, 6:00 p.m.

Minutes

1. Call to order

Chairman Snyder called the meeting to order at 6:23 p.m.

2. Roll call

Upon roll call, Trustees Snyder and Vanderhoek were present.

3. Introduction of visitors

Visitor Elsie Vanderhoek was present.

4. Review and discussion of director evaluation process

The Committee drafted the 2021 evaluation timeline. The Committee then sketched a plan for revising the evaluation tool during the week ending October 12.

5. Other business

None.

6. Date of next meeting

The next meeting is scheduled for December 9, 2021 at 4 pm.

7. Adjournment

Chairman Snyder adjourned the meeting at 6:40 p.m.

Approved: 10/19/21

DocuSigned by:

Hal Snyder

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Hal Snyder, President

DocuSigned by:

Jeffrey Westhoff

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Jeffrey Westhoff, Secretary