

Board of Library Trustees Director Evaluation Committee Meeting Room 3, Main Library 700 N. North Court, Palatine, IL November 9, 2023, 9:30 a.m.

Minutes

1. Call to order

Committee Chair Jefferson called the meeting to order at 9:33 a.m.

2. Roll call

Upon roll call, Trustees Jefferson, Brauer and Westhoff were present.

3. Introduction of visitors

Executive Director Dilger was present.

4. Review and discussion of director evaluation process

- a. Reviewed the Executive Director job description, Executive Director goals, and evaluation tool.
- b. Draft 2023 evaluation timeline. The Committee agreed upon a timeline for completion of the 2023 Executive Director evaluation.

5. Other business

None.

6. Date of next meeting

November 17, 2023, at 3:30 pm.

7. Adjournment

Committee Chair Jefferson adjourned the meeting at 10:23 a.m.

Approved on: 2-20-24

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Prepared by: Bruce Jefferson