

**CHATHAM AREA PUBLIC LIBRARY DISTRICT**  
**MEETING MINUTES - LIBRARY DIRECTOR EVALUATION COMMITTEE**

Monday, February 29, 2024 6:30 PM

Meeting held in the Library Study Room

I. Board Meeting Called to Order

Meeting called to order at 6:30pm. Attendees included Michael Roubitchek, Christine Westerlund and Dianne Roberts.

II. Recognition of Visitors / Public Comments

No visitors or public comments

III. Unfinished Business

A. Other

IV. New Business

A. Library Director Evaluation / DISCUSSION

Executive Session 5ILCS120/2(c)(2) (If deemed necessary)

The committee members discussed how to approach evaluating Director Byers' performance so that a recommendation could be made on her proposed salary for the next Fiscal year. After discussion, the committee members decided to distribute the Director Evaluation Form that was used last year to all seven Board Trustees and request that each Trustee fill out the document in full before the next Board meeting in March 2024. It was agreed that the committee will meet again prior to the Board's March 2024 meeting, with a goal of developing a proposed salary recommendation for the Director and presenting that recommendation during the March 2024 or April 2024 Board meeting.

B. Other

V. Announcements

A. Other

VI. Adjournment

Meeting adjourned at 6:55pm