



MEAD PUBLIC LIBRARY HUMAN RESOURCES COMMITTEE MINUTES

October 30, 2024 at 1:00 PM

Second Floor Conference Room, 710 N 8th Street

A meeting of the Mead Public Library (MPL) Human Resources Committee was held on Wednesday, October 30, 2024. Present committee members: Andre Walton (Chair), Meg Albrinck (virtual), and Kathie Norman (virtual). Others present: Maeve Quinn. Staff present: Garrett Erickson and Pattie Pilz

OPENING OF MEETING

1. Call to Order and Determination of Quorum
Walton called the meeting to order at 1:03 p.m. and determined a quorum.
2. Approval of Minutes
Albrinck motioned to approve the minutes from September 5, 2024. Walton seconded. Motion passed.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3. Library Director Evaluation Process
The committee reviewed three pillars of Mead's Strategic Plan (Lifelong Education, Community Hub, and Leadership), and the Planner App goals suggested by Casey Bradley, City Administrator.

Quinn recalled that once every three years, a more in-depth evaluation is conducted which includes managers, and presidents from the Foundation and Friends. The more in-depth evaluation is scheduled for 2025. On "off years" a simplified evaluation is conducted.

Walton added that we can send out a survey as in years past to flush out some library-specific benchmarks. Albrinck offered to create a Google Form evaluation survey which Walton will review. Walton to send to Pilz after it is approved. Pilz will email the survey to Board of Trustees members. Survey results will be sent to Walton who will compile replies into one comprehensive document.

UPCOMING MEETINGS

4. Next Meeting Date
As Needed.

ADJOURN

5. Motion to Adjourn
Albrinck motioned to adjourn the meeting. Norman seconded. Meeting was adjourned at 1:54 p.m.