



Mesa County Libraries
BOARD
 OF **TRUSTEES**
 • C O M M I T T E E M E E T I N G •

Good Governance Committee

MINUTES

Date and Time: Tuesday, August 1, 2017 – 4:00 p.m.

Location: 443 N. 6th St., Grand Junction, CO, Central Library / Administrative Conference Room

| No. | Item Type | Agenda Item |
|-----|----------------------------|--|
| 1 | Opening | Call to Order and Roll Call <ul style="list-style-type: none"> • Cyphers called the meeting to order at 4:02 p.m. • TRUSTEES PRESENT: Elaine Barnett (arrived just after agenda approval), Cindy Cyphers, Laurie Tashiro, Jean Yale • STAFF PRESENT: Joseph Sanchez Approval of Agenda <ul style="list-style-type: none"> • Tashiro moved to approve the agenda as submitted; Yale seconded. Motion carried. |
| 2 | Information/ Discussion | Review of Library Director Evaluation Process <ul style="list-style-type: none"> • The committee agreed by consensus to recommend that the board submit trustees' director evaluations by non-anonymous e-mail in the future. • Committee members discussed possible changes to the Director Performance Evaluation Process document of the board handbook to clarify and streamline the process. A draft redline version will be prepared by Administrative Assistant Stacey Smith on the committee's recommendations for presentation to the board. • The committee agreed by consensus to recommend to the board synchronization of the director evaluation timeline with the director's anniversary date of hire. • The committee requested that Smith and Human Resources Manager Blair Wade draft core job duty quantitative statements for board consideration to include in future director evaluations in addition to the current three qualitative evaluation questions. |
| 3 | Information/ Discussion | Consideration of Library Director Job Description <ul style="list-style-type: none"> • Committee members discussed several elements of the Director Job Description document in need of updating and refinement. Recommendations were agreed upon for presentation to the board. |
| 4 | Closing | Adjournment <ul style="list-style-type: none"> • Yale moved to adjourn the meeting at 5:10 p.m.; Tashiro seconded. Motion carried. |

Minutes submitted by Joseph Sanchez, MCPLD Library Director.