

**Special Meeting of the Library Board of Trustees
Conant Public Library
Executive Session Minutes of August 23, 2022**

Executive session for the purpose of conducting a strategy session in preparation for contract negotiations with the Director, per G.L. c. 30A sec. 21(a)(2).

Opened executive session: 4:22 pm

Trustees present: Lisa Akerson, Sara Petullo, Amanda Sayut and Matt Scannell

Trustees absent: Al Carlin and Heide Martin

Other attendees present: None

The Director Evaluation Subcommittee members (Akerson and Petullo) briefed the trustees on the status of the Director's performance evaluation and the status of Director's current employment contract.

It was identified that certain deadlines in the Director's current contract have already been missed, or are in jeopardy of being missed.

A motion was made to have Scannell contact the Town Administrator to pursue an extension of the contract expiration date to December 31, 2022, an extension of the date for presentation of the performance review to October 17, 2022 and an extension of the date for deciding to enter into a new contract to the end of October, 2022.

Motion made by: Scannell Second: Petullo. Unanimous

The subcommittee members expressed a need for a staff feedback questionnaire as a tool in the performance evaluation. Scannell challenged the appropriateness of using a staff feedback questionnaire to evaluate a Director's performance.

A motion was made to have Akerson draft a staff feedback questionnaire to be presented at the September 12th regular meeting for the Board to vote on whether or not to distribute the questionnaire to the staff.

Motion made by: Akerson Second: Petullo. Unanimous

Adjournment from executive session and adjournment of special meeting: 6:15 pm

Motion to adjourn: Scannell. Second: Akerson. Unanimous

Next posted regular meeting date: September 12, 2022

Submitted by: Matt Scannell, Secretary