

MINUTES/AD HOC COMMITTEE FOR BOARD DEVELOPMENT

May 4, 2015

8:00 p.m. Board Room

1. CALL TO ORDER

Vice President Rossow, Chair of the Ad Hoc Committee for Board Development called the meeting to order at 8:00 p.m. in the Ela Area Public Library Board Room. Trustees present were Blank, Caudill and Rossow. Executive Director Womack was also present.

2. ADJUSTMENTS TO THE AGENDA

None.

3. PUBLIC COMMENT

None.

4. DISCUSSION OF BOARD SELF EVALUATION PROCESS

Samples of various Board evaluations were reviewed. Proposed timeline:

- May Board Meeting: Vice President Rossow will present the approach of setting goals for the Board by which we will evaluate ourselves at the end of the 2015/2016 FY.
- May 21: Vice President Rossow will use sample evaluations to draft an evaluation for the Ela Library Board use and deliver to Executive Director Womack, who will then email to the rest of the Committee members.
- June 1: Committee members must submit feedback to Executive Director Womack to consolidate and share with Vice President Rossow.
- Jun 9: Vice President Rossow submits final evaluation form to Executive Director Womack for inclusion in June's Board Packet
- June 16: Vice President Rossow reviews the final evaluation form with the Board. Trustees are to complete the form prior to the July Board Meeting.
- July 21: Vice President Rossow will lead Goal Setting at the Regular July Board meeting.

Trustee Caudill moved:

“THAT THE AD HOC COMMITTEE FOR BOARD DEVELOPMENT RECOMMENDS THE TIMELINE GIVEN TO THE BOARD FOR SELF EVALUATION.”

Trustee Blank second it and it passed with a unanimous voice vote.

5. DISCUSSION OF PARLIAMENTARY PROCEDURES TRAINING

Options for training were discussed with the intent to streamline the procedures to those needed.

Trustee Caudill moved to:

“HAVE EXECUTIVE DIRECTOR WOMACK CONTACT A COUPLE OF PARLIAMENTATIANS TO OBTAIN COSTS FOR A TWO HOUR SESSION ON A WEEKDAY EVENING.”

Trustee Blank seconded the motion and it passed on a unanimous voice vote.

6. DISCUSSION OF STATISTICS DASHBOARD

Trustee Blank moved to:

“HAVE A PROCESS FOR DEFINING THE METRICS FOR THE STATISTICS DASHBOARD BASED ON CHAPTERS 1 AND 2 OF THE NONPROFIT DASHBOARD AT THE MAY BOARD MEETING, ASKING BOARD TO PROVIDE FEEDBACK AT THE JUNE BOARD MEETING.”

Trustee Caudill seconded the motion and it passed on a unanimous voice vote.

7. ADJOURNMENT

Trustee Caudill moved to:

“ADJOURN.”

Trustee Blank seconded the motion.

The meeting was adjourned at 9:02 p.m. with the consensus of Trustees present.



Cindy Blank

Secretary and Member of Ad Hoc Committee For Board Development

Approved at the Regular May Board Meeting – May 19, 2015



Dennis Rossow

Vice President and Chairperson, Ad Hoc Committee For Board Development