

Minutes of the Meeting of the Library Board of Control
EVALUATION COMMITTEE
Wednesday, November 6, 2024
Norris J Millet Library
2920 Hwy 51, LaPlace, LA 70068
6:00 pm

Mrs. Arlie presided at the Committee meeting and so called the meeting to order at 6:00 pm.
Mrs. Arlie called for a moment of silence.

Mrs. Arlie then called for the roll to be taken.

Present: Mrs. Alexander, Mrs. Arlie, and Ms. Joseph,

Others present: Amy Riche', Assistant Library Director and Secretary to the Committee; .Andrea Tullos, Library Director and Secretary to the Board

III. Public Comment: Mrs. Arlie then called for public comment. *If there were people present for public comment, they would be allowed to speak to items on the printed agenda with a time limit of 2 minutes.*

There being no one present for public comment, Mrs. Arlie continued to next item on the agenda.

IV Approval of the Minutes from the October 22, 2024 Evaluation Committee Meeting.

Motion by Ms. Joseph to approve the minutes of the October 22, 2024 Evaluation Committee, seconded by Mrs. Alexander.

Mrs. Alexander: Yes; Mrs. Arlie: Yes; Ms. Joseph: Yes

Yes: 3 No: 0 Absent: 0 Abstain: 0

V. New Business:

- a. Review and discuss possible new evaluation tools for the Library Director evaluation process

Mrs. Arlie confirmed the business of the committee to come up with a better evaluation tool. Three parish options were reviewed: Ascension, Lafourche and Terrebonne. The committee reviewed and discussion was held. The current questions might expect the Board to be present daily, but it was agreed that the Board is not in charge of daily operations. The Board concerns should be related to policy and budget. Following discussion, Mrs. Arlie received consensus that the form from Ascension is the chosen form with edits under 'Directions' and adding 'a Cover Sheet' for all Board members to sign. Mrs. Alexander did reach out to another state for information but did not get any information. She agreed that the form is accurate for what information we have now. Mrs. Arlie agreed that we can re-visit this in another year if more information needs to be added. There was a request for this to be provided in digital format, which can be done by our Electronic Resources Librarian. Motion by Ms. Joseph to accept this form with edits and seconded by Mrs. Alexander.

Mrs. Alexander: Yes; Mrs. Arlie: Yes; Ms. Joseph: Yes

Yes: 3 No: 0 Absent: 0 Abstain: 0

- b. Next steps – present recommended evaluation tool to the Library Board of control for approval.

Mrs. Arlie noted that this item must be presented to the Library Board of Control for approval. They determined that they were available on Wednesday, November 13th or 20th. In order to provide enough time for the information to be sent to the Board, we will work toward November 20th.

Motion by Ms. Alexander and seconded by Ms. Joseph to adjourn at 6:28 pm.

Mrs. Alexander: Yes; Mrs. Arlie: Yes; Ms. Joseph: Yes

Yes: 3 No: 0 Absent: 0 Abstain: 0