

Board of Library Trustees
November 24, 2020
Calvert Library Prince Frederick
Minutes of a Closed Meeting Conducted by Zoom

Present:

Carolyn McHugh, President
Catherine Grasso, Vice President
Kip At Lee, Secretary

Martha Grahame
Delores Brown
Jeffrey Lewis

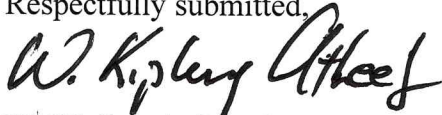
Ron Crupi

Call to Order

A Board of Library Trustees (BOLT) Closed Meeting for an Executive Session was called to order at 2:06 PM by the President. Prior notice had been given to the public that the Board anticipated going into closed session following the public meeting held on 17 November 2020 to consider "Personnel Matters [3-305(b)(1)] Board will discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction" and by unanimous vote adjourned to meet for that purpose. (See the agenda and minutes of the Public Meeting.)

The Chair advised that the Board would be considering a performance appraisal for a senior member of the Library staff. The Board reviewed the proposed appraisal and unanimously agreed to certain administrative changes and to 2021 Goals for the individual. The Board unanimously agreed on the appraisal's Trustee ratings for all but two areas within the performance evaluation. On one area rating all concurred with the exception of Ms. Martha Grahame and Mr. Jeffrey Lewis; on another area rating all concurred with the exception of Ms. Carolyn McHugh, Ms. Delores Brown, and Ms. Catherine Grasso. The Board unanimously agreed in principal to comments to be made in the evaluation, with the understanding that a draft of the appraisal with those comments would be circulated by the President to the individual Trustees for their review prior to finalization; absent objection at that time the appraisal would be completed as drafted. If any member of the Board should have an objection, the Executive session would be reconvened to address the concern. Mr. At Lee moved that the Executive Session be adjourned for the Board to reconvene and report at the next public meeting, unless need arose to reconvene this Execution Session regarding the same personnel matter prior to that public meeting and to also be reported at that public meeting. Mr. Crupi seconded, all voted in favor, and the Executive Session was adjourned at 4:40 PM.

Respectfully submitted,



W. Kipling At Lee, Jr.
Trustee and Secretary