

**Executive Session Board Meeting Minutes
of the
RIVERDALE PUBLIC LIBRARY DISTRICT**

July 11th, 2022

1. CALL TO ORDER

The Regular Meeting of the Riverdale Public Library Board of Trustees was called to order by President Williams at 6:02 PM. on Monday, July 11th, 2022 at the Riverdale Public Library.

2. ROLL CALL

The roll was called as follows:

Present: Trustee Battle, Trustee Brown, Trustee Dixon, Trustee Gay, President Williams.

Absent: Trustee Burford, Trustee Cunningham

There was a quorum present to conduct business.

*Also present: Director Kate Holt and Attorney Maryclare Touhy.

3. EXECUTIVE SESSION

The board entered executive session (For the purposes of "employment, compensation, discipline, performance or dismissal of specific employees") at 8:55 PM after a motion made by Trustee Brown and seconded by Trustee Dixon.

President Williams gave a review of Director Holt's performance and set expectations of places for improvement.

Trustee Battle had no comments.

Trustee Brown gave a review of Director Holt's performance and expressed support for staffing adjustments with reasoning.

Trustee Dixon expressed disappointment in the resignation of the Circulation Supervisor.

Trustee Gay asked Director Holt to provide a summary of her job responsibilities. She asked for an overview of program development and the associated responsibilities. At request, Director Holt outlined the rationale and divisions of power regarding the setting of salaries. Trustee Gay requested the Director to provide long-term goals for the library. Trustee Gay asked the Director to provide examples of community outreach that she has undertaken. Director Holt provided an overview of her places for improvement and outlined how she intends to meet those improvements.

Director Holt outlined the resignation of the Circulation Supervisor and the quality of the incoming staff replacement. Trustee Gay provided a closing statement and a desire to

formulate a library mission statement.

The board exited executive session at 9:30 PM after a motion made by Trustee Brown and seconded by Trustee Battle.

SIGNED Shana Battle DATE 09.12.2022
Shana Battle, Secretary