

**Babcock Library Board of Trustees
Minutes of Special Board Meeting of
October 20, 2015**

In attendance: Board members Helen Chapman, Ann Lojzim, Gerald Nagy, Catherine Sampson, Suzanne Smith, and Barbara Zulick and Friends President Beth Fitzroy.

Call to Order:

The meeting was called to order at 3:15pm. This meeting was held at the home of Board member Helen Chapman.

Enter Executive Session:

Catherine moved and Barbara seconded a motion to go into Executive Session for the purpose of developing a statement of job performance expectations for Library Director Shadd Jamison. Motion passed.

Exit Executive Session:

Having developed the statement of job performance expectations, Catherine moved and Barbara seconded a motion to leave Executive Session. Motion passed. No other motions were made or votes taken during Executive Session.

Gerry was instructed to write-up the statement of Job Performance Expectations and present it to Shadd this week. Helen Chapman will follow-up with Shadd before the Board's October Regular Meeting in her new capacity as Board Liaison with the Library Director. The Director's Job Performance will be on the agenda of the October 27 meeting. The preliminary meetings are intended as a courtesy to give Shadd time to prepare for that discussion.

Adjournment:

Barbara moved and Suzanne seconded adjournment at 4:52pm. Motion passed.

Respectfully submitted,

Gerald Nagy, Board Chairman