

**Babcock Library Board of Trustees**  
**Minutes of Special Meeting at the Babcock Library**  
**August 2, 2016**

**In Attendance:** Helen Chapman, Ann Lojzim, Gerry Nagy, Catherine Sampson, Suzanne Smith, Barbara Zulick and Beth Fitzroy representing the Friends.

**Call to Order:** The meeting was called to order at 2:07 p.m.

**Executive Session Performance Review:** At 2:07p.m. Helen made a motion to enter Executive Session (including Beth Fitzroy) for the purpose of assessing the job performance of Library Director Shadd Jamison. Barbara seconded. The motion passed with 5 ayes and 1 nay.

Helen moved to exit Executive Session at 2:58 p.m. Catherine seconded. The motion passed.

**Open Session—Employment Actions:** Catherine made a motion and Suzanne seconded to accept the resignation of Library Director, Shadd Jamison which was e-mailed to the Board on Friday afternoon, July 29, 2016 effective Monday, August 2, 2016. The motion passed.

Barbara made a motion and Suzanne seconded to retain Terry Decker immediately (amount TBD) on a consulting basis as interim director to assess the library and prepare for the next full-time Director. The motion passed. Gerry will contact Terry after the meeting to extend the offer and ask her to start ASAP.

Helen made a motion to develop a subcommittee to develop new procedures for hiring and interviewing Library Director candidates. Barbara seconded. The motion passed. Catherine, Beth and Helen volunteered to serve on the committee.

Suzanne made a motion to set the following timetable goals:

1. Subcommittee delivers recommendations at next Board meeting (August 23)
2. Advertise with CLC immediately after the next Board meeting.
3. Establish the application deadline as September 30, 2016.
4. Evaluate applicants the first week of October, 2016.
5. Conduct interviews during October to start the new Director in early November 2016.

Barbara seconded. The motion passed.

Gerry invited available staff to join us (Kelsey, Raj and Marcella) to reassure them and inform them of these plans.

Suzanne made the motion to adjourn at 3:21 p.m. Barbara seconded. The motion passed.

Respectfully submitted,  
Ann Lojzim, Recording Secretary