

Personnel Committee Minutes

January 16, 2014

Meeting was called to order at 4:10 by Karen Bounds.

Committee members present at the meeting include Karen Bounds, Jacob Roskovensky, James Fenton, Erin Steinsultz and Linda McDonnell. Also present was Kathy Jackson, IHLS staff.

Erin Steinsultz left the meeting at 5:00pm and Leslie Bednar came in the meeting at 5:37pm.

The minutes were amended. Linda McDonnell moved and James Fenton seconded the motion to approve the minutes. Motion carried.

Unfinished business included a discussion regarding the Executive Director Employment Contract and corresponding job description.

It was agreed that a contract will be extended. The draft contract will go to the board on January 28, 2014, for a first reading.

The job description was amended and it too will go to the board for a first reading.

Under new business, the Executive Director Evaluation Form was discussed and it was decided that a list of goals will be inserted and the document will go to the board for a first reading.

James Fenton motioned, Jacob Roskovensky seconded and motion carried, after discussion, to take the Job Description, Contract and Evaluation to the Board for a first reading.

Jacob Roskovensky made the motion to adjourn the meeting and James Fenton seconded. The meeting was adjourned at 5:27pm.