

**ORANGE COUNTY LIBRARY SYSTEM
PERSONNEL COMMITTEE MEETING MINUTES
September 17, 2019
Albertson Room, 3rd Floor
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801**

Personnel Committee Members Present: Lisa Franchina, President – OCLS Board of Trustees
Ted Maines, Trustee – OCLS Board of Trustees
Joe Goldstein, President – Friends of the Library Board
Crockett Bohannon, Director – Friends of the Library Board

Library Administration Present: Mary Anne Hodel, Director / Chief Executive Officer
Kris Shoemaker, Chief Financial Officer
Kim Bennett, Human Resources Manager

Prior to the meeting, the following information was distributed to each member of the Personnel Committee:

- Grants, Awards, Donations and Fundraiser Report
- FY 2019 3rd Quarter Report on Director's Goals
- FY 2019 3rd Quarter Report on Strategic Plan

The purpose of the meeting was to conduct the annual performance evaluation of Director Hodel.

The Personnel Committee discussed and evaluated Ms. Hodel's performance for each category listed on the evaluation form: Mission and Strategic Planning, Public Relations, Fundraising and Library Perspective, Steward of Collection, Steward of Capital Resources, Technology Development, Fiscal Responsibility and Stewardship, Employment and Staffing, and Training. In each category, as well as the overall rating, the Personnel Committee gave Ms. Hodel the same rating: Far Exceeds Requirements.

Among Ms. Hodel's many accomplishments, the Committee specifically referenced the seamless way she handled several management team retirements, the renovation of the North Orange parking lot, the opening of the Fairview Shores Branch, the progressive bathroom renovations at Southwest, South Trail, and Southeast, and her work on trying to procure the necessary space for opening two new locations. The Committee complimented Ms. Hodel on being a long range thinker and on her ability to obtain grant funds on an ongoing basis, how she flawlessly executes programs and events, her ability to identify and retain materials and resources of interest to Library customers and the roll of out new services and enhancements each year, offering premier services to Library customers while being fiscally conservative. The Committee commended Ms. Hodel for doing an outstanding job of leading the Library, as well as doing a great job recruiting, retaining, and managing an amazing team. The Committee also commended Ms. Hodel for being an outstanding CEO who has worked hard keeping the Library's reputation positive.

The recommendations of the Personnel Committee to the Library Board of Trustees are summarized as follows:

1. Rate Ms. Hodel's overall performance as Far Exceeds Requirements.
2. Award a 4.0% raise to Ms. Hodel effective with the pay period beginning September 29, 2019.
3. Since this 4.0% increase will put Ms. Hodel above the maximum of her pay grade, allow Ms. Hodel to go over this amount without increasing the range.
4. Consistent with the FY 2020 Compensation Plan for staff, award Ms. Hodel 60 hours of non-re-occurring vacation based on her overall Far Exceeds Requirements rating.