

**ORANGE COUNTY LIBRARY SYSTEM
PERSONNEL COMMITTEE MEETING MINUTES
October 28, 2021
Orlando Public Library
Albertson Room**

Personnel Committee Members Present: Danielle Levien – OCLS Board of Trustees

Library Administration Present: Mary Anne Hodel, Director / Chief Executive Officer
Kris Shoemaker, Chief Financial Officer
Yvonne Hartley, Human Resources Director

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

- Grants, Awards, Donations, and Fundraiser Report
- FY 2021 4th Quarter Report on Director's Goals
- FY 2021 4th Quarter Report on Strategic Plan

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

Trustee Danielle Levien 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, Trustee Levien gave Ms. Hodel the same rating: Far Exceeds Requirements.

Trustee Levien commended Ms. Hodel's accomplishments during her tenure as Director which include: the many awards we have received; Citizenship Inspired classes; growth of the Marketing & Public Relations Department (MPR) and the Books and Beyond newsletter from black and white to virtual; leading staff through the union until its decertification in 2016; renovations to the Main Library as well as branches and adding 5 branches to the system (Chickasaw, Eatonville, South Creek, West Oaks, Winter Garden); growth of the DBPP from \$19,591,102 in 2003 to \$63,564,674 as of 10/27; offering the Money Purchase Plan (MPP); broadening the scope of computer classes; and most of all, the Melrose Center.

Trustee Levien praised Ms. Hodel's accomplishments and forward thinking, noting that the library has thrived under her leadership.

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. Consistent with the FY 2021 Compensation Plan for staff, award Ms. Hodel 60 hours of non-re-occurring vacation based on her overall Far Exceeds Requirements rating.
3. Consistent with the pay grade adjustment that staff received in August, award Ms. Hodel a pay grade adjustment of 3.5% or \$1.50 whichever is higher.