

**ORANGE COUNTY LIBRARY SYSTEM
PERSONNEL COMMITTEE MEETING MINUTES
September 13, 2016
Magnolia Room, 3rd Floor
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801**

Personnel Committee Members Present: Lisa Franchina, President, OCLS Board of Trustees & Chair, Personnel Committee
Marucci Guzman, Trustee - OCLS Board of Trustees
Hernan Tagliani, Trustee - OCLS Board of Trustees
Crockett Bohannon, President - Friends of the Library

Library Administration Present: Mary Anne Hodel, Library Director / CEO
Robert Tessier, Library Comptroller

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

- Grants, Awards, Donations and Fundraiser Report (FY 2004 - 2016)
- FY 2016 4th Quarter Report on Director's Goals
- FY 2016 4th 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.

The Melrose Center, Genealogy move to West Oaks, and Electronically Preserving Obituaries as Cultural Heritage (EPOCH) were specifically mentioned as significant achievements for Ms. Hodel. The Committee recognized Ms. Hodel for her ability to motivate staff and staff's continuing involvement in both Florida and the American Library Associations. The Committee indicated that our Library was the envy of other public libraries and that we were at the forefront of technology thanks to Ms. Hodel. Ms. Hodel's commitment to staff training and the excellent condition of our facilities were also mentioned as examples of Ms. Hodel's overall very high performance.

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 3.5% raise to Ms. Hodel effective with the pay period beginning October 2, 2016.
3. Consistent with the FY 2017 Compensation Plan for staff, award Ms. Hodel 40 hours of additional vacation based on her overall Far Exceeds Requirements rating.