

**ORANGE COUNTY LIBRARY SYSTEM  
PERSONNEL COMMITTEE MEETING MINUTES**

**September 6, 2017**

**Magnolia Room, 3<sup>rd</sup> 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 Guzmán, Vice President – OCLS Board of Trustees  
Crockett Bohannon, Director – Friends of the Library

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

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

- Grants, Awards, Donations and Fundraiser Report
- FY 2017 3<sup>rd</sup> Quarter Report on Director's Goals
- FY 2017 3<sup>rd</sup> 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 new strategic plan, Main Library 4<sup>th</sup> floor renovation project, and Main Library basement underdrain project were specifically mentioned as significant achievements for Ms. Hodel. The Committee indicated that the updated mission, vision, and strategic plan were very progressive and placed our Library in the forefront compared to others. The Committee further commented that the report of grants, awards, and donation was impressive and complimented Ms, Hodel on her ability to raise such contributions every year. After Ms. Hodel explained that our virtual reality classes are now a reality, the Committee indicated that thanks to Ms. Hodel's leadership, our Library's technology was simply superior.

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 1, 2017.
3. Consistent with the FY 2018 Compensation Plan for staff, award Ms. Hodel 40 hours of additional vacation based on her overall Far Exceeds Requirements rating.