

**MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
PERSONNEL COMMITTEE MEETING**

**October 5, 2012
3rd Floor Magnolia Room
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.7323**

Personnel Committee Members Present: Ted Maines, Vice President - OCLS Board of Trustees
& Chair, Personnel Committee
Lisa Franchina, Trustee - OCLS Board of Trustees
Hernan Tagliani, Vice President - Friends of the Library

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

The meeting was called to order at 1:00 p.m.

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

Mr. Maines stated that Ms. Hodel has done an extraordinary job of managing the Library in difficult times. Despite an environment of lower tax revenues, no raises for staff, and attrition of staff, there has not been a dent in the quality of services offered to the public or morale of staff. Mr. Maines stated that Ms. Hodel makes the Library look great. He commented that the results of the recent employee survey were very positive, especially since staff had not received raises, and that the results were a reflection of Ms. Hodel's leadership.

Mr. Tagliani indicated that he was very happy with Ms. Hodel's performance. He referenced the annual trip to Tallahassee to meet with the Legislators and how Ms. Hodel knew many of them. He further indicated that Ms. Hodel is professional, detailed oriented, and open to discuss any suggestion or issue.

Ms. Franchina indicated that she brags to everybody about the Library and is awed by the professionalism of staff. She indicated that you can't have a great organization without great leadership and stated that Ms. Hodel has done a phenomenal job as Director of the Library.

Comptroller Tessier gave the Personnel Committee three options of the Library Director's Evaluation Form. While the evaluation categories for all three options were the same, the number of ratings and overall ratings varied. The Personnel Committee selected the form which uses the same rating categories (Does Not Meet, Needs Improvement, Meets Requirements, Exceeds Requirements, and Far Exceeds Requirements) and overall rating category used for all other staff.

The members of the Personnel Committee discussed each category in the Evaluation form and rated Ms. Hodel's performance for each. In each category as well as the overall rating, the Personnel Committee gave Ms. Hodel the same rating; Far Exceeds Requirements.

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 raises awarded the rest of staff, award a 3% raise to Ms. Hodel retroactive back to the pay period beginning September 23, 2012.

Ms. Hodel recognized the wonderful staff at the Library and that she loved to work here. She indicated that the staff are a credit to the institution and they have a special "helper gene" when providing services to the public.

The meeting was adjourned at 2:15 p.m.