

Eureka Public Library District  
Personnel committee meeting 4/13/23

Present:  
Committee  
Jane Burke  
Tim Martin

Don Whitman, board president

Ann Reeves, Library Director

Meeting called to order, 12:38 PM

Jane: Purpose of meeting, to make a beginning on appointing a new Director for the Library.

The first question addressed: Is there a precedent, for promoting or hiring from within?

Per discussion, no apparent precedent set. Discussed/reviewed the history of Assistant Director positions, of previous hires, background of requiring degrees.

We don't want to hurt feelings, but want to look inside and outside, make sure we make the best choice.

Discussion: Posting options. Discussed posting in the Peoria Journal Star, and through RAILS.

Discussion: take the job posting to the board of trustees, to amend where it states requiring a MLIS degree, make it also include MLS degree.

Also discussed reviewing the bylaws, regarding appointing a special committee....perhaps ask the board to appoint the personnel committee to do the search (what was done for Ann)?

Discussion on the importance of having a transition time rather than a gap between directors.

Discussion on hiring from within, the staff's reaction.

More discussion on the job posting: If interviewing people from the outside, need to talk with people they work with.

Also, in the posting, add the need to demonstrate an understanding of legal and financial.

Establish next step: appoint or designate a search committee. Preferably at next board of trustee meeting (April 24) rather than the May meeting when new committees are established.

At the board meeting, refer to the bylaws: Article 4 section 1, "Special committees may be appointed by the president to present reports or recommendations to the Board...." Don (president) will seek to appoint a special search committee, consisting of current personnel committee.

Meeting adjourned at 2:14 PM

Tim Martin

Reviewed by committee members and accepted 4.19.23