

**TRACY MEMORIAL LIBRARY POLICY AND PERSONNEL COMMITTEE
DRAFT MEETING MINUTES**

Wednesday February 28th, at 5:00 p.m.

**Tracy Memorial Library Meeting Room
304 Main Street, New London NH**

Present: Trustees: Eula Kozma, Joanne Palmisano, Sherry Williams. Staff: Beth Condict

Eula Kozma called the meeting to order at 5:03 PM.

Approval of the minutes: A motion was made by Sherry, and seconded by Eula, to approve the minutes from the January 31st, 2024 Personal and Policy Committee meeting. The motion carried.

Old Business:

Strategic Plan Update

- A session was held on Monday with RTL, staff, and Trustees to review the initial findings book from the Strategic Planning Process. We received mostly positive feedback on the session from both staff and Trustees. Emerging themes were related to the use of the library space and programming. Eula will work with RTL to eventually put together a 10 pager or something to that effect summarizing the findings to the public. Eula will continue to be the point person with RTL.

Interim Director Update

- Beth reported that Laura Abrahamsen had just completed three weeks in the interim role and had completed her official onboarding with Matthew and other staff.

New Director Search Committee Update

- The committee will work to schedule 1 hour interviews with approximately 4-5 candidates in the coming weeks. These will likely take place on Monday the 11th, with Tuesday and Wednesday as possibilities. Eula will release the other candidates and begin scheduling the one hour sessions. Eula will circulate the schedule and create a draft question list.

New Business:

- Sherry reported that the policy documents are updated and that she will be meeting with Nicole Swanson to bring her up to speed on any outstanding items before March 2024. Sherry will be sure Nicole has the forms for nonpublic meetings, as well as the Trustee flier for the Open House.

Adjourn. A motion was made by Joanne, and seconded by Sherry, to adjourn the meeting. The motion carried and the meeting was adjourned at 6:19pm.