

MEMORANDUM

TO: NSLS Board Development Committee

FROM: Sarah Ann Long

DATE: October 13, 2009

RE: Meeting Agenda
Monday, October 19, 2009
6:00 p.m. - System Center

The following items have been placed on the agenda:

1. Welcome and Introductions – Richard Lee, Chair
2. Approve draft minutes from March 20, 2009 meeting (Exhibit 2 – Attached)
3. Review of Charge to Committee:
“To plan, initiate, organize, and evaluate activities for Board education and effectiveness.”
4. Discussion of Possible Skills/Training Needs for NSLS Board Members
5. Other
6. Next Meeting: TBD
7. Adjournment

NORTH SUBURBAN LIBRARY SYSTEM
BOARD DEVELOPMENT COMMITTEE MEETING
Friday, March 20, 2009
2:30 p.m. – System Center

Draft – Subject to
Approval

Minutes

PERSONS PRESENT:

Betsy Larson, Chair; Stu Baker; Kathy Berman; Kathy Caudill; Skip Mosshamer

ITEMS DISCUSSED:

1. Meeting called to order at 2:40 p.m.
2. Minutes of meeting on November 5, 2008 approved
3. Reviewed dates for the Executive Director's performance evaluation at March 23, 2009 board meeting
4. Director Larson will present process and guidelines to board about how to complete the Executive Director's evaluation form
 - March 23, 2009 – Evaluation forms distributed to all board members at board meeting (electronic and print formats available)
 - April 8, 2009 – Completed evaluations from each board member due back to board President
 - April 13, 2009 – Board Executive Committee will meet to review evaluations and prepare summary comments. Executive Committee will discuss any changes to the Executive Director's compensation
 - April 27, 2009 – Board President will present conclusion of evaluation process and compensation discussions to full board during regular board meeting
5. Discussed potential activities for the Board Development Committee for FY2009-2010.
6. Meeting adjourned at 3:20 p.m.

NEXT MEETING:

TBD