

Minutes

Decatur Public Library Library Evaluation Committee

The Evaluation Committee met in the Librarian's Office of the Decatur Public Library February 26, 1987.

Present: Chairman, Mark Sorenson; Edith Rossiter; Janna Lutovsky and Librarian, Jim Seidl.

The meeting began with a discussion of the status of the committee and the makeup of committee members. The Librarian was directed to research past minutes and inform committee members of his findings.

The Librarian then briefed the committee on the five objectives mutually agreed upon at the beginning of the year.

His report included the following:

1. Staff training and development: The second annual in-service was held for the entire staff and was proclaimed most helpful for all involved. A number of staff members have taken part in tuition reimbursement classes for credit, OCLC training, and in-house training.
2. Improved community/public relations: His efforts included a city block grant for installation of electrical outlets for the book mobile in three new areas and new front doors, Constitution matching grant, application for a Baby Talk grant from the state library, participation in READ in the parks, and a visit with the director of the Boy's Club to develop a joint program.
3. Review of the Library Policy Code: The Personnel code has been reviewed, the meeting room policy has been revised, and the material selection policy will reviewed this month.
4. Endowments: A tentative draft of the endowment policy has been written and will be reviewed by the board in the near future.
5. Citizen survey: The survey has been developed and will be conducted when the lawyers decide on the contract language.

The Chairman, Mark Sorenson instructed Mr. Seidl to prepare a one hundred word statement for each of the five objectives for the next meeting. It was suggested that this statement be distributed to committee prior to the meeting allowing members to review Mr. Seidl objectives and be prepared to ask any questions concerning his evaluation.

The meeting was adjourned at 8:45 pm.

*Respectively Submitted,
Janna Lutovsky*