

**BOARD OF TRUSTEES  
HOLLIS SOCIAL LIBRARY  
APRIL 14, 2015  
Non-Public Session**

<b>Motion</b>	To enter non-public session at 8:20 pm.		
<b>Made by</b>	Stephanie Stack	<b>Seconded by</b>	Don MacMillan
<b>Vote</b>	Unanimous		

Each employee will fill out the “Self-Assessment” form from the library employee handbook. This will be used during their 2014 review and as the basis of their goals for 2015. Tanya will fill out the “Staff Performance Evaluation” form for each employee and meet with each employee.

The Trustees were concerned about the schedule which has employees working seven days in a row when they work both weekend days. Tanya will contact employees and ask if they have concerns with this, and also ask them to submit their requests for summer vacations.

The Library Director's leave has been extended until May 31, 2015 by the town.

<b>Motion</b>	To exit non-public session, seal the minutes under Section 91, and adjourn at 8:31 pm.		
<b>Made by</b>	Stephanie Stack	<b>Seconded by</b>	Amy Kellner
<b>Vote</b>	Unanimous		