

# PATMOS LIBRARY

## PERSONNEL COMMITTEE MEETING

MARCH 3, 2025

4:02 p.m.

### 1. CALL TO ORDER

- Roll call: Donna Rotman, Tahnee Mitchell, and Sonja DeJong. Also present: Library Administrative Director Zoe Willoughby- Barker and Youth Services Librarian Kylie Luciano
- Approval of agenda – agenda amended to include voting for Personnel Committee officers. Motion to approve made by Donna Rotman, supported by Tahnee Mitchell. Motion passed.

### 2. MINUTES

- Motion to approve the minutes from February 17, 2025 made by Donna Rotman and supported by Sonja DeJong. The motion passed.

### 3. PUBLIC COMMENTS

- None.

### 4. NEW BUSINESS

- Motion by Sonja DeJong for Donna Rotman to be Personnel Committee President and supported by Tahnee Mitchell. Motion passed. Motion by Donna Rotman for Sonja DeJong to be Secretary was supported by Tahnee Mitchell. Motion passed.
- Library administrative Director Zoe Willoughby-Barker reviewed the 25 applications received to date for the open position of Adult Services and Head Librarian.
  - Upon the committee review and input from library staff, 18 applications were lacking any library experience and no longer under consideration.
  - Three applications had some library experience but not considered strong enough for an interview.

- Four remaining applications are selected for a first interview with the Personnel Committee, with input from the Library Administrative Director, Zoe Willoughby-Barker. These selected individuals will be contacted for interviews at the earliest opportunity.

## **5. BOARD MEMBER COMMENTS**

- None.

## **6. ADJOURNMENT**

- A motion to adjourn the meeting was made by Donna Rotman and supported by Sonja DeJong. The motion passed.