

# Salem Township Library Board Minutes

Special Board Meeting

Thursday April 1, 2026

Attending :Amber, Ashley, Joy, Rebecca, Lydia, Connie

Library Director: Lisa

Assistant Library Director: Naomi

Amber called the meeting to order at 6:01PM.

Joy motioned approval of the agenda; seconded by Connie. All ayes

Public Comment: None

Motion made by Joy to approve meeting minutes from March 19; seconded by Ashley. All ayes

Ongoing and New Library Business

a. Report of the Personnel Review Committee:

Summary was given of resolved, ongoing and status of the issues brought forward by staff.

Discussion concerning Director mentoring, task priority, job matrix/job audit, and scheduling of circulation personnel. A statement of satisfactorily resolved issues and going forward is to be considered till the May 21 Board meeting.

Joy motioned to formally dissolve the Personnel Review Committee; Rebecca seconded. All ayes

b. Personnel Conflict Resolution Policy

Discussion concerning the policy.

Ashley motioned to approve the policy with one amendment; seconded by Connie. All ayes

c. Optional staff review form for Director's annual review

Discussion concerning the optional staff review input form. When to give and how to collect anonymous review forms.

Ashley motioned to approve to give staff Optional staff review for the Director's annual review form; Connie seconded. All ayes

Connie motioned to approve the optional staff review form; Rebecca seconded. All ayes

Public Comment: A letter was read and given by a staff member concerning her review. The director and a board member will communicate with the Director of Lakeland Library Cooperative April 2, 2026.

Joy motioned to adjourn at 6:45; Connie seconded. All ayes

Next meeting: May 21, 2026 at 6:00

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