

SYVCS Personnel Committee Meeting Minutes  
Wednesday, May 2, 2018  
Room 304 at 5:30 pm

OPEN SESSION

1) Call to Order

*Meeting called to order at 5:34.*

2) Roll Call:

Robert Feinberg (RF), Board President (2019)	x
Meg Rydman (MR), Secretary (2018)	x
Melanie Sutton Hodgdon (MSH), Member at Large (2018)	x

3) APPROVAL OF AGENDA for May 2, 2018

*Motion to approve the agenda: MSH*

*Second: RF*

*Discussion: None*

*Vote: Approved 3-0-0*

4) APPROVAL OF MINUTES for Personnel Committee Meetings dated [April 12, 2018](#)

*Motion to approve the agenda: MSH*

*Second: RF*

*Discussion: None*

*Vote: Approved 3-0-0*

5) Public Comment

*None*

6) Informational/Discussion

a. Succession Planning

*Personnel committee discussed elements of succession planning, in light of discussions at board retreat and in relation to Executive Director's performance evaluation process.*

7) Action Items

a. None

8) Public Comment on Closed Session Item

*None*

CLOSED SESSION

1) Public Employee Performance Evaluation – Executive Director

*Closed session called to order at 5:37.*

*Closed session adjourned at 6:46.*

OPEN SESSION

9) Report out from Closed Session

*The Personnel Committee discussed succession planning, the survey responses and the contents of the Executive Director's performance evaluation. The Personnel Committee assigned sections for each committee member to draft of the Executive Director's performance evaluation to bring to the next committee meeting.*

ADJOURNMENT

Meeting was adjourned at 6:47pm.