

Unapproved Winnefox Personnel Meeting Minutes  
Oshkosh Public Library/Zoom  
January 31, 2024

Present: Clairellyn Sommersmith, Winnefox Director; Katherine Freund, Jim Miller, Mel Kolstad

Miller asked about whether evaluation surveys should be handed out in October, to be presented to the board in November; or would it be better for the Personnel Committee to send out the survey in August to be reviewed in September, for an October evaluation. Sommersmith mentioned that there's a possibility of 40 surveys being answered, and recommended doing a survey every other year?

Possible timeline:

- Winnefox director does a self-evaluation/goal in August
- The committee meets in October after surveys come in and later meets with the director. Board members with specific issues present them to the Personnel committee during the first October meeting (closed session)
- The board presents findings after budget time at the Winnefox board meeting in November.

Discussion was had regarding opening this up to the whole board, but Miller commented that there's a risk of micromanaging. Sommersmith was concerned about transparency regarding the board's ability to air grievances in the evaluation. Miller thought that this was already possible; Freund said that there's freedom for the board to freely discuss issues, but it's *staff* who might feel it would be bad to bring up an issue for fear of their job.

Miller thought that the board has total agency regarding any issues with the director that may arise; and also, the October meeting should be a closed meeting per Sommersmith.

The Personnel committee will next meet before the May Winnefox meeting at 3:45 to draft survey questions; finalization will occur in July.

Meeting adjourned at 4:15 p.m.