

**1H |** Evaluation of the Executive Director

**Reviewed:** 11/10/21

The Library Board of Trustees is responsible for evaluating the Executive Director's performance on an annual basis.

Each evaluation shall be initiated and overseen by the Chair of the Personnel & Salary Committee, typically beginning by March and concluding before the start of the next fiscal year.

In conducting this annual evaluation, Trustees will consider the Executive Director's overall performance during the review period and assess the Executive Director's job description.

Once concluded, the Board of Trustees shall set the Executive Director's salary for the next fiscal year.

**Revisions/Updates:** 9/11/19, 4/12/17

