Minutes

EAST HADDAM LIBRARY SYSTEM – **Special** Governance Committee

February 8, 2023 – 9:00 am

East Haddam Free Public Library

Trustees Present: Chris vanValkenburg, Juliana Tryon-Ranaudo

Also Present: P Griswold (Rathbun Branch Mgr) A Leibowitz (EHFPL Staff)

1. **Call to order** 9am
2. **Employee Survey:** Discussed the survey created and how to present to the staff. Went over the headers for each category of questions; accepted/deleted some of the questions. Will be sent as a paper document where employees will mark off either in a grading bubble or can mark an X in excel format (Strongly Agree-Agree-Neutral-Disagree-Strongly Disagree). At end of document will be a comment section for any comments. If there are any criticisms we hope for constructive criticism. This is not mandatory but encouraged that they take the opportunity to fill it out. Goal is to complete questions and format and have it available for Rathbun and EHFPL employees at beginning of June. The Employees will have 2 weeks to complete. They will place the papers back in envelope and a member of the Governance committee can pick them up. Governance committee will then be able to go over the survey.
3. **Adjournment** 9:40am