

**Board of Library Trustees for Caroline County
November 2, 2016 Special Meeting Minutes
Approved January 24, 2017**

The meeting was called to order in the Central Library's administrative conference room at 6:30 PM by President Carol Visintainer.

Carol Visintainer, Terenda Thomas, Steve Fleegle, Wayne Dhue, Amy Brandt, Bart Johnson, and Debby Bennett, Executive Director were present.

Gale Nashold was absent. There were no members of the public present.

Bart Johnson moved that the board move into closed session for the discussion of the performance of a specific employee. Amy Brandt seconded the motion. It was passed unanimously.

Attendees: Visintainer, Thomas, Dhue, Johnson, Fleegle, Brandt, Bennett.

At 7:20 PM Bart Johnson moved that the board reconvene in open session. Amy Brandt seconded the motion. It was passed unanimously.

Carol Visinainer reported that the closed session was to reclassify a staff position to align it with the current duties and responsibilities, and with that make an appropriate salary adjustment.

Steve Fleegle moved that the meeting adjourn. Wayne Dhue seconded the motion. It was passed unanimously. The meeting adjourned at 7:25 PM.

Dates of Next Meetings: January 24, 2017; April 12, 2017; June 14, 2017; August 9, 2017

Meetings are conducted in Open Session unless otherwise indicated. All or part of Library Board's meetings can be held in closed session under the authority of the state open meetings law by vote of the Board.