

Montague Public Libraries Trustees Personnel Committee Minutes

When: 6:00, Monday, December 16, 2024 / Where: Zoom

Attendees: Pam Allan, Margot Malachowski, Gretchen Wetherby

Library Director: Caitlin Kelley

- 6:01 Call to order. Minutes approved.
- 6:02 The committee reviewed Caitlin's future priorities and objectives. We finalized the performance appraisal. Margot will sign as Chair; Caitlin will sign, and Town Administrator Walter Ramsey will sign. Caitlin will keep the original with copies going to the Trustees and to Town Hall.
- 6:25 Caitlin hired three substitutes and one Saturday person. The Children's Program Assistant position needs to be advertised.
- 6:50 No meeting scheduled.
- 6:41 Adjourned

Respectfully submitted,
Margot Malachowski, Trustee
Montague Public Libraries Trustees