

Administration Committee December 8, 2009

PRESENT: James Reilly, Anne Kuthy, Yolanda Caldwell, Charles Diamond, Julie Zelman, Philip Ritter, Heidi Fuge

4:05 PM – Meeting called to order by J. Reilly, Chair.

I. DRAFT OF A CONFLICT OF INTEREST POLICY

J. Reilly reviewed the concerns that he had expressed in his letter to P. Ritter on September 15, 2009, and there was a brief discussion. He distributed copies of the Policy with his suggested amendments.

MOTION: C. Diamond moved to recommend Board approval of the amended Policy at the January meeting. A. Kuthy seconded. Unanimous.

II. EXECUTIVE DIRECTOR EVALUATION

J. Reilly reported that he received 10 forms from the UHLS Trustees (4 forms were not returned).

MOTION: Y. Caldwell moved to go into Executive Session so that the Committee members could review and discuss the Evaluation forms that J. Reilly received. C. Diamond seconded. Unanimous. The Committee went into Executive Session at 4:20 PM.

At 5:12 PM the Committee came out of Executive Session. The Committee will summarize the results of their discussion in a letter to be reviewed at the January Board meeting. The Board will review these results before the Committee will consider adopting Goals for 2010.

III. OTHER BUSINESS

P. Ritter reported that Bernard Margolis, the NYS Librarian, has agreed to be the speaker for the UHLS Annual Dinner in June. B. Margolis and his wife will be guests of UHLS at the dinner.

NEXT MEETING: Tuesday, January 12th at 4:00 PM

Heidi A. Fuge
12/9/09