

Policies & Risk Management Report
August 2011

Policies/By-Laws:

Anita and Kim met on July 27 and July 29 to research and develop the Library Director Job Description, Library Director Job Evaluation and Library Personnel Policy.

A copy of the personnel policy from the Town of Plainfield was obtained and the Library Personnel Policy was written to match the town's policy where possible.

A draft copy of the Library Director Job Description, Library Director Job Evaluation and Library Personnel Policy are being submitted to the Board of Trustees for their review.