



Performance Appraisal Process & Timeline - 2015

Tom Sloan, Mid-Hudson Library System Executive Director

For the Period: November 1, 2014 – October 31, 2015

- December 2014
 - Personnel & Planning Committee reviewed Executive Director's 2015 Performance Plan & Process
 - Personnel & Planning Committee reported to MHLS Board the Committee agreed to the final version of the Executive Director's 2015 Performance Appraisal Form, with the addition of the Director providing the Board with guidance on issues under review
- May 6, 2015 - MHLS Board Meeting
 - Evaluation Process/Timeline and Form Provided in Board Meeting Packet
 - Board Reviews Evaluation Process/Timeline and Form
- September 1, 2015
 - Executive Director Report on Performance Due to Board President
- September 4-11, 2015
 - Executive Director Evaluation Form and Report Distributed to All MHLS Board Members
 - Each MHLS Board Member Completes the Form and Returns the Form to MHLS Board President
- September 12-15, 2015
 - Executive Committee and Committee Chairs Review Evaluation Forms Submitted by Board Members and Finalize Evaluation Findings
- September 16, 2015 - MHLS Board Meeting
 - Board Reviews Executive Committee and Committee Chairs Evaluation Findings
- October 16, 2015 - MHLS Board Meeting
 - Board Approves Executive Director's Evaluation
- Week of October 19, 2015
 - Board President and Executive Director Sign Evaluation Form
- November/December 2015 - Personnel & Planning Committee
 - Review Executive Director's 2016 Performance Plan & Process