

**Jefferson County Library District  
Board of Trustees Special Meeting  
Humphrey Room  
Minutes – Tuesday, November 19, 2024**

**Call to Order:** Chair Vickie Norris called the meeting to order at 10:01 A.M. Present were Trustees Michael Kubec, Joan Chapdelaine, Cheri Van Hoover, Vickie Norris, and George Sibley; Library staff member Mary Coté, and one member of the public, Sally Gecas.

**Reading of the Land Acknowledgement**

**Citizen Questions and/or Comments:** The Trustees received one citizen comment via email and in person from Sally Gecas.

**Approve/Amend Agenda:** Michael Kubec **moved to approve** the agenda as written. George Sibley **seconded the motion** and the **motion carried**.

**New Business:**

**DISCUSSION/ACTION:** Press Announcement: Chair Vickie Norris showed appreciation for Tamara Rotz and congratulated her on her new employment. Tamara's final day at the Library District will be January 15, 2025. Vickie read the draft press announcement and amended it based on the discussion. George Sibley **moved to approve** the press announcement as drafted. Cheri Van Hoover **seconded the motion** and the **motion carried**.

Chair Vickie Norris responded to two questions from Sally Gecas.

**EXECUTIVE SESSION:** To Review the Performance of a Public Employee and Discuss the Director Search: At 10:14 A.M. Chair Vickie Norris adjourned the special meeting into Executive Session for 30 minutes, pursuant to RCW 42.30.110(1)(g) to review the performance of Director Tamara Rotz and discuss the director search.

[Trustee Joan Chapdelaine left the Executive Session at 10:30 A.M. Director Tamara Rotz joined the Executive Session at 10:35 A.M.]

The Board reconvened in open session at 10:45 A.M.

**DISCUSSION:** The Trustees will discuss a severance agreement and a consulting agreement with Tamara Rotz at the December regular meeting.

**Communications:** Chair Vickie Norris emailed County Commissioner Kate Dean regarding Vickie's election to Chair and her availability to the Commissioners. Michael Kubec and Vickie Norris are communicating with potential members of the Director Search Committee. Melody Sky Weaver, Director of Port Townsend Public Library, and Dale Hagen, President of the Friends of Jefferson County Library, have agreed to be a part. Vickie thanked Tamara for providing a job description with added information.

**Meeting adjourned at 10:52 A.M.**

**Next Meeting:** Regular Meeting – 10:00 A.M., Wednesday, December 11, 2024



Vickie K. Norris, Chair



Joan Chapdelaine, Secretary