

**JEKYLL ISLAND-STATE PARK AUTHORITY**

**Performance Evaluation Committee Meeting**

**July 6, 2006**

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A meeting of the Jekyll Island-State Park Authority Performance Evaluation Committee was held on Thursday, July 6, 2006, at Villa Marianna on Jekyll Island. Meeting was called to order by Committee Chairman, Richard Wood at 2:10 p.m.

Members Present: Richard Wood, Chairman  
Mike Hodges  
Sybil Lynn  
Ed Boshears  
J.Y. Jones (conference phone)

Members Not Present: Becky Kelley

Legal Counsel Present: George Zier, Sr. Asst. Atty. General  
(conference phone)

Staff Present: Bill Donohue, Executive Director  
Laura Bonds, Deputy Director/CFO  
Judy Dressner, Executive Assistant  
Dawn Howard, Executive Secretary

Mr. Hodges presented the State of Georgia Merit System performance evaluation forms as a tool for evaluating the state employees for reference.

Mr. Zier presented an alternative process for evaluating executive level employees whereby identifying top strategic goals to be accomplished in the coming year and evaluating performance based on progress made in accomplishing those goals.

Committee agreed to recommend to the full Board to meet on an annual basis in August or September in an Executive Session meeting with the Executive Director. Three (3) to five (5) strategic goals will be selected from the Annual Strategic Plan as approved at the June Board meeting. Accomplishment of these goals will be the basis for the Executive Director evaluation at the end of that year. Dr. Jones stated that all evaluations be in person.

Dr. Jones signed off at 2:46 p.m.

Chairman Wood will meet to select strategic goals for the 2007 fiscal year.

There being no further comments, the meeting adjourned at 2:50 p.m.

ATTEST:

APPROVED:

\_\_\_\_\_  
William A. Donohue  
Executive Director

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Richard V. Wood  
Chairman

- Call to Order
- Attendance

- Departure
- Meeting Adjourned

Attachments

Jekyll Island Policy Manual, § VI, pgs.1-3  
Executive Director's Responsibilities and Authority