

11/22/17 Personnel Committee meeting minutes

1. Call to order: Statz called the meeting to order at 3:00 pm
2. Roll call: Present – Bob Glasser and Mary Statz; Brian Busler was unable to attend. (Agenda was adopted as written.)
3. Approve last minutes 9/13/2017: Statz moved and Glasser seconded approval of the 9/13/17 meeting minutes and the motion carried 2 – 0.
4. Move to Closed Session per WI State Statutes Sec. 19.85(1)(c), Consideration of employment, promotion, compensation, and performance evaluations. Re: Director’s Annual Evaluation and Re: Salary review due to Village request and final 2018 Library funding allocation for 2018: Statz moved and Glasser seconded going to closed session. On roll call vote: Glasser Yes and Statz Yes; moved to closed session at 3:02 pm.
5. Return from Closed Session and announce any outcomes. Statz moved and Glasser seconded returning to open session. On roll call vote: Glasser Yes and Statz Yes; moved to open session at 3:45 pm. Statz announced that Glasser will draft the Director’s evaluation in a letter format. Discussion included concerns regarding
 - Staff retention if salaries remain stagnant and the costs of recruiting and training
 - Exploring other line items in the budget that could be reduced in the short-term, possibly slowing the stepped approach for the collection
 - Reducing hours to meet the reduction requested by the Village
 - Adequate funding to support a larger library
6. Discussion and possible action Re: Update to 2018 Library Salary Schedule: on a Glasser/Statz motion the Personnel Committee will recommend to the Library Board that the same increase the Village is providing to other municipal employees apply to the library staff and the library salary schedule be adjusted accordingly for 2018. Motion carried 2 -0.
7. Other new business yet to be determined: None
8. Closing and Future Agendas: 1) approve these meeting minutes; 2) review letter summarizing director’s evaluation; 3) status of adult services librarian recruitment; and 4) planning for retirement of staff member
9. Adjournment: Glasser moved and Statz seconded a motion to adjourn at 3:50 pm. Motion carried 2 – 0.