

City of Sheboygan
2019-11-06

BHLKU3536FB8

MinutesMead Public LibraryHuman Resources CommitteeWednesday, November 6, 2019

A meeting of the Mead Public Library (MPL) Human Resources Committee (HR) was held on Wednesday, November 6, 2019 in The Public Conference Room.

STAFF/OFFICIALS PRESENT: Library Board of Trustees Vice President Kathie Norman, presiding; Board President Maeve Quinn, Meg Albrinck and Nancy Mannchen. Staff: Library Director Garrett Erickson and Administrative Assistant Sydney Mehn.

OPENING OF MEETING CALL TO ORDER AND DETERMINATION OF QUORUM Norman called the meeting to order at 9: 05 a.m.; she determined there was a quorum present.

APPROVAL OF MINUTES Quinn moved to approve the minutes from 5 / 14 / 19. Albrinck seconded. The motion passed.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION PROCESS FOR 2019 LIBRARY DIRECTOR REVIEW Erickson first discussed the review process of years past. It was determined that there would be a formal review on a bi-annual basis. On the off years the review would be minimal, more of a check-in/affirmation of goals that are being worked on for compensation purposes.

UPDATE ON HIRING PROCESS FOR SUPORT SERVICES MANAGER Erickson reported on the accepted verbal offer from a Support Services candidate. Tentative start date is December

1. The candidate has a strong team she will be inheriting. She also has an MLS, which is a nice back-up for succession planning.

CLOSED SESSION MOTION TO CONVENE IN CLOSED SESSION FOR THE PURPOSE OF EVALUATING THE PERFORMANCE OF THE LIBRARY DIRECTOR UNDER THE EXCEPTION SET FORTH IN WISCONSIN STATE STATUTES

19.85 (1)(c) FOR CONSIDERING EMPLOYMENT, PROMOTION COMPENSATION, OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY. Norman moved to go in to closed session. Albrinck seconded. The motion passed.

ADJOURN MOTION TO ADJOURN Mannchen moved to adjourn the meeting. Quinn seconded. The motion passed.

Being no further business the meeting adjourned at 10: 30 a.m.

Generated by Sydney Mehn on Thursday, November 7, 2019

