

City of Sheboygan
2017-09-19

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MinutesMead Public LibraryHuman Resources CommitteeTuesday, September 19, 2017

A meeting of the Mead Public Library (MPL) Human Resources Committee (HR) was held on Tuesday, September 19, 2017 in The Loft.

STAFF/OFFICIALS PRESENT:

Library Board of Trustees Vice President Kathie Norman, presiding; Board members Nancy Mannchen and Meg Albrinck. Staff: Library Director Garrett Erickson, Business Manager Debbie DeAmico, Administrative Assistant Sydney Mehn.

Opening of Meeting
1.1

Call to Order and Determination of QuorumNorman called the meeting to order at 3: 38 p.m.; she determined there was a quorum present.

Approval of minutesMannchen moved to approve the minutes from 6 / 29 / 17. Albrinck seconded. The motion passed.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION
2.1

DISCUSSION OF ORGANIZATIONAL MEMBERSHIPS

Director Erickson brought up to the committee that organizational memberships (such as Rotary Club) are taxable benefits, and are therefore not as highly agreed upon by staff. The City is considering getting corporate memberships set up with some organizations.

2.2

DISCUSSION AND POSSIBLE ACTION TO UPDATE TABLE OF ORGANIZATION

Erickson presented on the proposal to replace the retiring maintenance supervisor and maintenance technician with two maintenance technicians at the end of the year. Albrinck moved to recommend to the Finance Committee and to the full Board to accept the proposal presented to the HR Committee. Mannchen seconded. The motion passed.

Erickson presented on the changes being made to the job descriptions to align with the City's template.

Upcoming Meetings

3.1

Future Mead Public Library-Human Resources agenda items-TBD
3.2

Next meeting date-TBD Adjourn

Being no further business the meeting adjourned at 4: 11 p.m.

Generated by Sydney Mehn on Monday September 21, 2017