

City of Sheboygan
2016-02-16

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MEAD PUBLIC LIBRARY HUMAN RESOURCES COMMITTEE AGENDA - 1:00 PM - Library Board Room, Mead Public Library, 710 N 8th Street, Sheboygan, WI 53081

Individual Library Trustees may attend the Human Resources Committee meeting below. It is possible that the resultant attendance may constitute a meeting of the Library Board pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis.2d 553, 494 N.W. 2d 408 (1993). To request a sign language interpreter for this meeting call 920-459-3414 via the Wisconsin Relay Service (800-947-3529) at least 5 weekdays in advance of the meeting and ask for Garrett Erickson (ext. 3414), or Lauren Richmond (ext. 3411). Persons with disabilities who need other accommodations to attend the meeting should contact Garrett Erickson (459-3400 ext. 3414) or Lauren Richmond (459-3400 ext. 3411) at least 3 weekdays in advance

1. OPENING OF MEETING

1.1 CALL TO ORDER AND DETERMINATION OF QUORUM

1.2 APPROVAL OF MINUTES

ATTACHMENT: Minutes Human Resources Committee 1-20-16.docx

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

2.1 DISCUSSION AND POSSIBLE ACTION TO APPROVE CITY EMPLOYEE HANDBOOK AND DROP LIBRARY EMPLOYEE HANDBOOK

ATTACHMENT: RES 133-15-16 - City Employee Handbook.pdf

ATTACHMENT: Mead PL staff handbook - rev. 08-2014.doc

2.2 DISCUSSION AND POSSIBLE ACTION TO APPROVE LIBRARY ADDENDUM TO CITY HANDBOOK

ATTACHMENT: City Staff Handbook - Library Addendum.doc

2.3 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE LIBRARY "OVERTIME WORK AND COMPENSATION" POLICY

ATTACHMENT: Overtime Policy.pdf

2.4 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE LIBRARY "UNEXCUSED ABSENCE" POLICY

ATTACHMENT: Unexcused Absence Policy.pdf

2.5 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE LIBRARY "PAID TIME OFF (PTO)" POLICY

ATTACHMENT: PTO Policy.pdf

2.6 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE LIBRARY "PROPER ATTIRE" POLICY

ATTACHMENT: Proper Attire.pdf

2.7 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE LIBRARY "FIREARMS, OPEN OR CONCEALED CARRY" POLICY

ATTACHMENT: Firearms, Open or Concealed Carry Policy.pdf

2.8 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE LIBRARY "WORKERS COMPENSATION" POLICY

ATTACHMENT: Workers Compensation Policy.pdf

2.9 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE LIBRARY "FAMILY AND MEDICAL LEAVE (FMLA) ACT" POLICY

ATTACHMENT: FMLA Policy.pdf

2.10 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE LIBRARY "JURY DUTY/SUBPOENAS" POLICY

ATTACHMENT: Jury Duty Policy.pdf

2.11 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE LIBRARY "MILITARY DUTY" POLICY

ATTACHMENT: Military Duty Policy.pdf

2.12 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE LIBRARY "EMPLOYEE ASSISTANCE PROGRAM" POLICY

ATTACHMENT: Employee Assistance Program.pdf

3. UPCOMING MEETINGS

3.1 FUTURE MEAD PUBLIC LIBRARY - HUMAN RESOURCES AGENDA ITEMS

3.2 NEXT MTG DATE, LOCATION

4. ADJOURN

4.1 ADJOURN

In compliance with Wisconsin's Open Meetings Laws, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

City Hall

Mead Public Library

Sheboygan County Administration Building

City's website