

Minutes Mead Public Library Human Resources Committee January 20, 2016

A meeting of the Mead Public Library (MPL) Human Resources Committee (HR) was held on Wednesday, January 20th in the Board Room. Members present were: Henry Nelson, presiding; Kathie Norman, Maeve Quinn, Nancy Mannchen. Also present: Dolcye Johnson. Present staff members: Garrett Erickson, Debbie DeAmico, Melissa Prentice and Lauren Richmond.

Opening of Meeting Call to Order and Determination of Quorum
Nelson called the meeting to order at 3: 30 p.m.; he determined there was a quorum present.

Approval of Minutes Quinn moved; Nelson seconded to approve the minutes of September 3, 2015. The motion passed.

Items for Discussion and Possible Action Discussion and Possible
Action to Approve 2016 Holiday Schedule Members discuss concern over being
closed for four days, two weeks in a row based on this year s holiday schedule.
This issue will only occur every six or so years, but is still considered too
many days in a row to be closed in order to maintain the Library s mission
statement. Current City policy states that a Sunday holiday will be observed
the following Monday and Saturday holidays observed the Friday before but still
allows for leeway in the operations schedule.

Norman moved to recommend to full board that Library policy mirror City policy
in regards to holiday scheduling. Quinn seconded the motion. The motion passed.

In regards to the 2016 schedule, committee agrees that to avoid too many
management and morale issues, being closed three days would be acceptable. They
left it up to managements discretion as to what day to close and how to handle
scheduling/holiday pay.

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 Nelson moved to enter closed session;
Quinn seconded the motion.

Roll Call Vote on the Above Motion Members vote is unanimous. The motion
carried.

Closed Session

Reconvene in Session Norman moved to reconvene in open session. Mannchen seconded the motion. The motion passed.

Possible Action on Library Direction Performance A complete report will be given to the entire Board at the next meeting. Nelson suggests to review the policy after elections and consider an every other year review to allow for more time for goal completion.

Upcoming Meetings Future HR Committee agenda item will include discussion on salary scales, security company contract, and cleaning company contract. The next HR Committee meeting is TBD.

Adjourn Norman moved; Mannchen seconded to adjourn the meeting. The motion passed. Nelson concluded the meeting at 5: 25 p.m.