

City of Sheboygan
2015-05-14

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MEAD PUBLIC LIBRARY HUMAN RESOURCES COMMITTEE AGENDA - 3:30 PM - Library Board Room

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 Pat Mueller (ext. 3411). Persons with disabilities who need other accommodations to attend the meeting should contact Garrett Erickson (459-3400 ext. 3414) or Pat Mueller (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 HR Committee 4-14-15.docx

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

2.1 DISCUSSION AND POSSIBLE ACTION TO UPDATE LIBRARY STAFF EXPENSE REIMBURSEMENT POLICY

ATTACHMENT: Expense Reimbursement Policy - From MPL Staff Handbook - (Rev 4-15).docx

2.2 DISCUSSION AND POSSIBLE ACTION TO UPDATE OVERTIME WORK AND COMPENSATION POLICY

ATTACHMENT: Overtime work and compensation -Draft 05-11-2015.docx

2.3 DISCUSSION AND POSSIBLE ACTION ON ALIGNING LIBRARY SALARY SCALE WITH CITY SALARY SCALE

ATTACHMENT: 2015 Employee Pay Scale - Revised 3-5-2015.xls

ATTACHMENT: 2015 Employee Pay Scale vs. City of Sheboygan Pay Scale.xls

2.4 DISCUSSION OF SEVERANCE PAY OBLIGATIONS

ATTACHMENT: Retiree Health Insurance Credits.docx

ATTACHMENT: Severance Pay - Retirement or Death.docx

ATTACHMENT: Sick Leave Account.docx

ATTACHMENT: Severance Pay - Voluntary Termination or Layoff-Reduction in Force.docx

ATTACHMENT: current-city-plan.pdf

2.5 DISCUSSION OF CONTINUING EDUCATION FOR STAFF

3. UPCOMING MEETINGS

3.1 FUTURE MEAD PUBLIC LIBRARY - HUMAN RESOURCES AGENDA ITEMS ALIGNING
LIBRARY SALARY SCALE WITH CITY SALARY SCALE SEVERANCE PAY OBLIGATIONS

3.2 NEXT MEETING TIME, 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