

City of Sheboygan
2015-03-10

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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

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

2.1 DISCUSSION AND POSSIBLE ACTION TO UPDATE LANGUAGE IN "WORKERS COMPENSATION" SECTION OF BYLAWS AND POLICY STATEMENTS

ATTACHMENT: Policy - Workman s Compensation update 031015.docx

2.2 DISCUSSION AND POSSIBLE ACTION TO CHANGE JOB DESCRIPTION OF CHIEF MAINTENANCE TECHNICIAN

ATTACHMENT: MPL_JD_08_MaintChief_03-2015.doc

2.3 DISCUSSION AND POSSIBLE ACTION TO CHANGE JOB DESCRIPTION OF BUSINESS SPECIALIST

ATTACHMENT: MPL_JD_10_Business Spec1_2015.doc

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

2.4 DISCUSSION AND POSSIBLE ACTION TO UPDATE LANGUAGE IN "CLASSIFICATION SCHEDULE" SECTION OF BYLAWS AND POLICY STATEMENTS

ATTACHMENT: Policy Classification Schedule update 031015.docx

2.5 DISCUSSION AND POSSIBLE ACTION TO ELIMINATE RESIDENCE REQUIREMENT LANGUAGE FROM BYLAWS AND POLICY STATEMENTS DOCUMENT

ATTACHMENT: Policy - Residence requirement.docx

2.6 DISCUSSION AND POSSIBLE ACTION TO ADOPT UPDATED CITY TRAVEL EXPENSE POLICY

ATTACHMENT: MPL Staff Handbook - Expense Reimbursement.docx

ATTACHMENT: TRAVEL EXPENSE GUIDELINES - Revised 12-14-2014.docx

ATTACHMENT: RESOLUTIONS Revising Travel Guidelines.pdf

3. UPCOMING MEETINGS

3.1 FUTURE MEAD PUBLIC LIBRARY - HUMAN RESOURCES AGENDA ITEMS DISCUSSION
OF RETIREMENT PAYOUT POLICY DISCUSSION OF VACATION ACCRUAL AND CARRYOVER
DISCUSSION OF ADOPTING CITY SALARY SCALE

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