

MinutesMead Public LibraryHuman Resources CommitteeTuesday, June 16, 2020

A meeting of the Mead Public Library (MPL) Human Resources Committee (HR) was held on Tuesday, June 16, 2020 in The Administrative Conference Room.

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

OPENING OF MEETING CALL TO ORDER AND DETERMINATION OF QUORUM Norman called the meeting to order at 1: 05 p.m.; she determined there was a quorum present.

APPROVAL OF MINUTES Quinn moved to approve the minutes from 11 / 6 / 19. Mannchen seconded. The motion passed.

CLOSED SESSION MOTION TO CONVENE IN CLOSED SESSION 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 FOR Norman moved to go in to closed session. Quinn seconded. The motion passed.

RECONVENE IN OPEN SESSION

ITEMS FOR DISCUSSION AND POSSIBLE ACTION UPDATE TO TABLE OF ORGANIZATION Norman moved to approve and recommend to the full board the change to the table of organization, which includes IT, maintenance and cleaning staff being placed under the director. Mannchen seconded. The motion passed.

STAFFING ISSUE DUE TO COVID- 19 Per discussion in closed session, Norman confirmed that the director will continue to work with the City and HR to do everything possible to ensure that the library keeps running smoothly. At this time, no action is needed from this committee.

ADJOURN MOTION TO ADJOURN Quinn moved to adjourn the meeting. Mannchen seconded. The motion passed.

Being no further business the meeting adjourned at 2: 02 p.m.

Generated by Sydney Mehn on Tuesday, June 16, 2020

