

CITY OF SHEBOYGAN
MEAD PUBLIC LIBRARY HUMAN RESOURCES COMMITTEE
MINUTES

Tuesday, June 14, 2022

OPENING OF MEETING

1. **Call to Order and Determination of Quorum** Norman called the meeting to order at 8:34 a.m. and determined a quorum.
Members present: Albrinck, Norman (presiding) and Walton
Members absent: Bulson
Non-committee Board members present: Guevara and Quinn
Staff present: DeAmico, Erickson, Mehn, Nessman and Prentice
2. **Approval of Minutes - 01/12/2022** Albrinck **moved** to approve the minutes from the January 12, 2022 meeting. Walton **seconded**. The motion **passed**.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3. **Job Descriptions Study** The committee discussed the City's proposed compensation study which will go to Common Council on Monday, June 20th.
4. **Job Descriptions Update** Prentice discussed the updates to the job descriptions, noting the wording changes and the split off of one position. Walton **moved** to approve the job descriptions as presented. Albrinck **seconded**. The motion **passed**.
5. **Table of Organization** Erickson presented the updated draft table of organization with the pending job description updates. Walton **moved** to approve the table of organization as presented. Albrinck **seconded**. The motion **passed**.
6. **Director Review Process** Erickson updated the group on the strategic plan process, and Mehn will put together a meeting of the Strategic Plan committee.

UPCOMING MEETINGS

7. **Next Meeting Date:** As Needed

ADJOURN

8. **Motion to Adjourn** Norman **moved** to adjourn the meeting. Walton **seconded**. The motion **passed**. Being no further business, the meeting adjourned at 9:59 a.m.