



MEAD PUBLIC LIBRARY HUMAN RESOURCES COMMITTEE AGENDA

July 26, 2022 at 1:00 PM

**Mead Public Library, Second Floor Conference Room #2, 710 N
8th Street, Sheboygan, WI**

Notice of the Mead Public Library Board of Trustees HR Committee Meeting at 1:00 PM, July 26, 2022 at Mead Public Library, Second Floor Conference Room #2, 710 N 8th Street, Sheboygan WI.

Persons with disabilities who need accommodations to attend this meeting should contact Sydney Mehn at the Mead Public Library, (920) 459-3400 extension 2039 as soon as possible. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to Sydney Mehn at the Mead Public Library at 920-459-3400 extension 2039 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

OPENING OF MEETING

1. Call to Order and Determination of Quorum
- [2.](#) Approval of Minutes - 06/14/2022

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3. Table of Organization
4. Job Descriptions Update

UPCOMING MEETINGS

5. Next Meeting Date: As Needed

ADJOURN

6. Motion to Adjourn

In compliance with Wisconsin's Open Meetings Law, 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*

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.

Generated by Sydney Mehn on Friday, June 17, 2022