



MEAD PUBLIC LIBRARY HUMAN RESOURCES COMMITTEE AGENDA

November 16, 2022 at 3:00 PM

Mead Public Library, Rocca Room, 710 N 8th Street

Notice of the Mead Public Library Board of Trustees HR Committee Meeting at 3:00 PM, Wednesday, November 16, 2022 at Mead Public Library, Rocca Room, 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 - 07/26/2022

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3. Library Director Review

UPCOMING MEETINGS

4. Next Meeting Date: As Needed

ADJOURN

5. 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, July 26, 2022

OPENING OF MEETING

1. **Call to Order and Determination of Quorum** Norman called the meeting to order at 1:00pm and determined a quorum.
Members present: Norman(chair), Bulson, and Walton
Members absent: Albrinck
Non-committee members present: Quinn
Staff present: Erickson
2. **Approval of Minutes - 06/14/2022** Walton moved to approve the minutes from the June 14, 2022 meeting. Bulson seconded. The motion passed.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3. **Table of Organization** Erickson presented the updated draft table of organization with the reallocated management structure updates with an implementation date of January 1, 2023. Walton moved to approve the table of organization as presented. Bulson seconded. The motion passed.
4. **Job Descriptions Update** Erickson updated the group on the salary study discussion that he and Quinn had with the consultants. With the discussion, there were a few positions we have at Mead that didn't have the educational requirements that they should. Erickson discussed changing four specific positions to update the requirements. Bulson moved to approve Erickson bringing the four updated job descriptions to the full board on Thursday with the requested educational changes. Walton seconded. The motion passed.

UPCOMING MEETINGS

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

ADJOURN

6. **Motion to Adjourn** Being no further business, Norman adjourned the meeting at 2:06 p.m.

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