

Personnel Committee Meeting Minutes

Sandwich Public Library District

Monday, January 6, 2020

8:00 AM

- I. Call to Order/Roll Call- The meeting of the Personnel Committee was called to order at 8:06 am by Chair Denise Curran. Trustees present were Chairperson Curran, and President Jane Wolf. Barb Posinger, Interim Director was also present.
- II. Additions/Deletions/Changes to Agenda-None
- III. Public Comment- None
- IV. New Business
 - a) Barb shared the good news with the committee that she would like to become the permanent Director of the Sandwich Public Library District. The trustees in attendance expressed their excitement with her decision and that the Board of Trustees will go into Executive Session on Tuesday, January 14 to discuss her benefit package. A vote will be taken at the Board Meeting to officially hire Barb as Director.
 - b) Minimum Wage was discussed and how that will affect our staffing and budget as of July 1st.
 - c) Jessica has taken another position which vacates Monday morning circulation person. She will still be available to work her other days. Different options were discussed as to how Mondays could be filled.
 - d) Barb presented different options for filling the Adult Services position which she will be vacating. The committee asked her to prepare some thoughts on this to share with the full Board at Tuesday's meeting.
 - e) Barb has scheduled a Staff Meeting for January 31, 2020.
 - f) Staffing and scheduled was discussed.
- V. Adjournment

Jane moved and Denise seconded the motion to adjourn the meeting at 9:25 am.
Approved on voice vote.

Respectfully Submitted,

Jane Wolf

President

