

COMMITTEE MEETING NOTES

Tuesday, May 30, 2017

PERSONNEL & BUDGET – Those in attendance: Sara Sullivan, Gary Padesky, Loretta Kilmer, Kelly Krieg-Sigman

- The list of bills was presented. Kelly highlighted the major expenditures in automation and noted that all had been budgeted for. Lacking a quorum, the consensus of those present was to recommend approval of the bills as presented.
- Those present reviewed the draft performance goals for the library director. Lacking a quorum, the consensus of those present was to recommend approval with an additional goal to increase hours at the branches.
- Kelly reported on one vacancy – a 20 hour/week clerk position. It will be posted soon.
- Kelly reported on the progress being made with regard to the reclassification of the executive assistant position. She noted that while both she and Loretta will be recommending that the position be upgraded, she needs to be trained in the tool being provided by Springsted for such a change. While she had hoped to have this accomplished by the July 1 step increases, it will probably not appear for formal approval until after that date.
- Kelly reported on the performance evaluation process. She noted that upon completion of all the reviews, she will be sharing a master list of projects and tasks that have been assigned out.

LIBRARY OPERATIONS COMMITTEE – due to lack of a quorum, no meeting was held.