

MINUTES OF THE
MANITOWOC PUBLIC LIBRARY
PERSONNEL COMMITTEE
August 9, 2016

The mission of Manitowoc Public Library is to promote a culture of reading and to provide access to information. Through our services we strive to foster an environment that meets the educational, recreational and cultural needs of the community.

COMMITTEE MEMBERS:

Present: Hazlewood, Thennes, and Vollendorf

Absent: None

OTHERS PRESENT: Davis, Juza, Staveness, Eisenschink, Herrmann, Rebecca Petersen (MCLS), Alisa Schafer (HTR)

The meeting of the Personnel Committee was called to order in the Board Room at Manitowoc Public Library by President Hazlewood at 4:05 p.m., Tuesday, August 9, 2016.

#2 *Discussion and possible action regarding short-term Library management* – A motion was made by Vollendorf, seconded by Thennes, so move to approve the library Management Team to assume the responsibilities of Interim Director and among them assign a contact person. Motion carried.

#3 *Update and discussion regarding vacant Library Director Position* - Trustee Thennes reported the position has been posted and the deadline to apply is September 1, 2016. The Committee discussed putting together a process to evaluate applicants in order to get the best possible candidate.

#4 *Convene in Closed Session* – A motion was made by Vollendorf, seconded by Hazlewood, to convene in closed session as authorized by Section 19.85 (1)(c) of the Wisconsin Statutes, which authorizes the above governmental body to convene in closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The specific subject matter which will be considered in the closed session is the following:

a. Request from employee to rescind resignation

Following a roll call vote the Committee entered into closed session at 4:42 p.m.

#5 *Reconvene in Open Session* – A motion was made by Vollendorf, seconded by Hazlewood, to enter into open session. Motion carried with a roll call vote and the Committee reconvened in open session at 5:06 p.m.

#6 *Discussion and possible action on request from employee to rescind resignation* – A motion was made by Vollendorf, seconded by Hazlewood, so move to rescind resignation. Motion carried.

There being no further business to come before the Committee, a motion was made by Hazlewood, seconded by Vollendorf, to adjourn. The meeting adjourned at 5:09 p.m.

Respectfully submitted,

Mary Davis,
Recording Secretary