

Outagamie Waupaca Library System
Board of Trustees Personnel Committee
August 16, 2021 Meeting Minutes

The meeting was called to order at 4:01 pm by Bradley Shipps online via GoToMeeting.

PRESENT: Diane Forsythe, Pete Gilbert, Paul Girod, Marilyn Herman, Angela Ver Voort.

OTHERS PRESENT: Bradley Shipps.

Forsythe moved, seconded by Herman, to approve the agenda. The motion carried.

Girod moved, seconded by Forsythe, to approve the minutes of the November 2020 meeting. The motion carried.

Forsythe moved, seconded by Ver Voort, to recommend the board approve the 2022 personnel budget including a 3.0% cost of living adjustment combined with bonuses paid out of the 2021 budget surplus, \$2,500 healthcare opt out incentive, \$500 per eligible employee in Section 125 employer contributions, and Section 125 employee contribution limit of \$2,700. The motion carried. This recommendation will go to the full board in September. Discussion of healthcare contributions was deferred until 2022 rates for local employers are available.

The committee discussed the process for the Director's evaluation which will be completed in November. Gilbert will send out a survey to trustees, staff, and OWLSnet member library directors in October. Shipps will prepare a self-evaluation prior to the November personnel committee meeting.

Forsythe moved, seconded by Ver Voort, to convene into closed session pursuant to section 19.85(1)(c) Stat. for the purpose of considering specific employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The motion carried on a unanimous roll call vote.

Topics covered in closed session were upcoming staff transitions and planning for related changes in employee compensation.

Forsythe moved, seconded by Herman, to reconvene in open session. The motion carried on a unanimous roll call vote. No action was taken related to the closed session.

The next personnel committee meeting was scheduled for Wednesday, November 10 at 4:00 pm.

Having completed the agenda, Shipps adjourned the meeting at 5:28 pm.

Bradley Shipps
OWLS Director