



City of Waukesha

Meeting Minutes - Draft

Library Human Resources Committee

321 WISCONSIN AVENUE
WAUKESHA, WISCONSIN
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TELEPHONE
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Thursday, October 10, 2024

4:15 PM

Library Board Room

1. Call to Order

Meeting called to order at 4:18 pm

Present 3 - Melissa Baxter, Kevin Guilfooy, and Martha Ryan

2. Public Comment

3. Approval of meeting Minutes

A motion was made by Melissa Baxter, seconded by Martha Ryan, that the Minutes from December 14, 2023 be approved. The motion carried unanimously.

[ID#24-10819](#) Approval of the minutes for December 14, 2023 Human Resource Committee Meeting

Attachments: [December 2023 Library HR Meeting Minutes Draft](#)

4. New Business

[ID#24-10838](#) Discussion/action regarding request for unpaid leave beyond twenty-one days for two employees.

[ID#24-10829](#) Discussion/Action regarding 2024 Library Director Evaluation

Attachments: [Board of Trustees Evaluation Letter](#)
[2024 Library Director Evaluation](#)

5. Adjournment

NOTICE: A majority of Library Board members or Common Council members may be in attendance.

Library Board Members: Please notify the Library Office by 1:00 PM meeting day, if you are unable to attend this meeting.

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Library Office, 48 hours prior to the meeting at 262-524-3694.