



City of Waukesha

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Meeting Agenda - Final

Library Human Resources Committee

Thursday, June 8, 2017

3:00 PM

Library Board Room

1. Call to Order

2. Approval of meeting Minutes

- A. [ID#17-0916](#) Approval of the minutes for May 3, 2017

Attachments: [170503 HUMAN RESOURCES COMMITTEE MINUTES](#)

3. New Business

- A. [ID#17-0917](#) Library Director Recruitment - introductions - Bradbury Miller Associates

- B. [ID#17-0918](#) Discussion/action regarding structure for Library Director search and roles of principals and Human Resources Committee

- C. [ID#17-0919](#) Discussion/action regarding tentative timeline/schedule

- D. [ID#17-0920](#) Discussion/action regarding job description

Attachments: [Director job description 07-14-16](#)

- E. [ID#17-0921](#) Discussion/action regarding marketing plan/job advertisement/announcement

- F. [ID#17-0922](#) Discussion/action regarding identification of key attributes/qualifications desired in new Library Director

- G. [ID#17-0923](#) Discussion of purpose and general feedback from staff and other stakeholder meetings

- H. [ID#17-0924](#) Discussion/action regarding confidentiality of applications

- I. [ID#17-0925](#) Discussion/action regarding any additional items regarding recruitment process

4. 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 Joan Quinlan, 48 hours prior to the meeting at 262-524-3694.