



City of Waukesha

321 WISCONSIN AVENUE
WAUKESHA, WISCONSIN
53186-4786
TELEPHONE
262/524-3680 FAX
262/524-3677

Meeting Agenda - Final

Library Human Resources Committee

Thursday, October 11, 2018

4:00 PM

Library Board Room

1. Call to Order

2. Approval of meeting Minutes

- A. [ID#18-1503](#) Approval of the minutes for July 12, 2018

Attachments: [180712 HUMAN RESOURCES COMMITTEE.pdf](#)

3. New Business

- A. [ID#18-1504](#) Discussion/recommendation regarding Library Human Resources Policy B-2, Recruitment, Application, and Selection of Applicants for Employment

Attachments: [B-2 RECRUITMENT, APPLICATION, AND SELECTION OF APPLICANTS FOR](#)

- B. [ID#18-1505](#) Discussion/recommendation regarding Library Human Resources Policy C-1, Holidays 2019 and 2020

Attachments: [C-1 HOLIDAYS 2019 - 2020.pdf](#)

- C. [ID#18-1506](#) Discussion/recommendation regarding Library Human Resources Policy D-3, Employee Performance & Development Appraisal

Attachments: [D-3 EMPLOYEE PERFORMANCE & DEVELOPMENT APPRAISAL DRAFT 10.](#)

- D. [ID#18-1507](#) Discussion/recommendation regarding Library Human Resources Policy F-2, Salary Plan and Administration

Attachments: [F-2 SALARY PLAN AND ADMINISTRATION DRAFT 10-11-18.pdf](#)

- E. [ID#18-1508](#) Discussion/recommendation regarding Library Human Resources Policy F-3, Job Evaluation Plan

Attachments: [F-3 JOB EVALUATION PLAN DRAFT 10-11-18.pdf](#)

- F. [ID#18-1509](#) A motion may be made to convene in closed session pursuant to Wisconsin Statutes Sec. 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. The Human Resources Committee will review the Library Director's recommendations regarding the employee compensation process.

- G. [ID#18-1510](#) Following closed session, a motion will be made to reconvene in open session to consider possible action on matters discussed in closed session.
- H. [ID#18-1511](#) Discussion/recommendation regarding items discussed in closed session.

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.