



City of Waukesha

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Meeting Agenda - Final

Library Human Resources Committee

Thursday, February 13, 2020

4:00 PM

Library Board Room

1. Call to Order

2. Approval of meeting Minutes

- A. [ID#20-0153](#) Approval of the minutes for January 9, 2020

Attachments: [200109 HUMAN RESOURCES COMMITTEE draft](#)

3. Old Business

- A. [LC20-0048](#) 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 conduct and make a recommendation regarding the Library Director's annual performance evaluation.

- B. [LC20-0049](#) Following closed session, a motion will be made to reconvene in open session to consider possible action on matters discussed in closed session.

- C. [LC20-0054](#) Discussion/recommendation regarding Library Director annual performance evaluation

4. New Business

- A. [ID#20-0154](#) Discussion/recommendation regarding Librarian I-Technical Services job description

Attachments: [Librarian I - TS Cataloger DRAFT 2020](#)

- B. [ID#20-0155](#) Discussion/recommendation regarding Library Associate-Marketing job description

Attachments: [Library Associate Marketing DRAFT 2020](#)

- C. [ID#20-0156](#) Discussion/recommendation regarding Building Maintenance Coordinator job description

Attachments: [Building Maintenance Coordinator DRAFT 2020](#)

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