

**MINUTES**  
**Waukesha Public Library Board**  
**Human Resources Committee Meeting**  
**Thursday, January 10, 2019 4:00 P.M.**  
**Library Board Room**

**DRAFT**

Trustees Present: S. Ammerman, M. Baxter, A. Riebel, M. Ryan, and R. Sura  
Trustees Absent: K. Guilfooy  
Others Present: Library Director B. Gay, and Special Projects Coordinator J. Quinlan

**1. Call to Order**

Trustee Riebel convened the meeting at 4:00 p.m.

**2. Approval of Minutes for October 11, 2018**

**Trustee Ryan moved to approve the minutes of October 11, 2018. Trustee Baxter seconded, motion carried unanimously.**

**3. New Business**

**a. Discussion/recommendation regarding Library Director's 2019 goals**

Library Director Gay explained that he pulled items from the newly developed strategic plan to create his SMART goals for 2019. He welcomed feedback from the Committee for any changes or recommendations that they might suggest. Trustee Riebel commented that the goal of working to repair the front entry was more urgent to the plan. Trustee Ammerman questioned whether funding for the feasibility study was based on a partnership with the City and also securing private funding. Director Gay replied that in his most recent conversation with the City Administrator, Kevin Lahner indicated that the City would provide 2/3 funding if the Library could raise 1/3 privately for major capital projects. **Trustee Ammerman moved to recommend approval of the Library Director's 2019 goals. Trustee Sura seconded.** Trustee Sura inquired about the dates for completion of the goals. Director Gay replied that goals need to be time bound in order for them to be SMART goals. Having deadlines gives the goal more focus. **The motion to recommend approval of the Library Director's 2019 goals as presented carried unanimously.**

**b. Trustee Ryan moved 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 data and responses from the Library Director's evaluation survey. Trustee Baxter seconded, motion carried with a unanimous roll call vote.** (Library Director Gay and Special Projects Coordinator Quinlan left at 4:05 p.m.)

**c. The meeting reconvened in open session at 4:43 p.m.** (Library Director Gay and Special Projects Coordinator Quinlan returned at 4:43 p.m.)

**d. Discussion/recommendation regarding items discussed in closed session.**  
There was no discussion.

**4. Adjournment**

Absent any objections, the meeting adjourned at 4:44 p.m. J. Quinlan – Recorder