



City of Waukesha

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Meeting Minutes - Final

Library Human Resources Committee

Tuesday, June 13, 2017

5:00 PM

Library Board Room

1. Call to Order

Others Present: Interim Library Director J. Klima, and Special Projects Coordinator Joan Quinlan

Committee Chair Riebel convened the meeting at 5:00 p.m.

Present 3 - Riebel, Ryan, and Kasprovicz

Absent 2 - Sura, and Probst

2. New Business

A. [ID#17-0974](#) Discussion/action regarding announcement/advertisement for Library Director vacancy

The Human Resources Committee reviewed and discussed the draft job vacancy announcement for the Library Director position. Trustee Kasprovicz asked if the announcement should include the 2012 Money Magazine ranking for the City of Waukesha in addition to or in place of the reference to 2011 Wisconsin Library of the Year award given to Waukesha Public Library. He remarked that the Library is recruiting someone to come here to live and work. The Committee decided to keep both references, but not lead with them. Trustee Riebel suggested that the word 'challenges' in the first paragraph be changed to 'opportunities'. Other modifications included deleting the reference to when the strategic plan ends, removing Lake Country from the demographic description, as well as deleting the word Wisconsin from the last sentence under minimum qualifications.

Trustee Kasprovicz moved to approve the updates to the announcement/advertisement for the Library Director. Trustee Ryan seconded, motion carried unanimously. Trustee Riebel will forward the updated document to Bradbury Miller Associates.

3. Adjournment

Absent any objections, the meeting adjourned at 5:20 p.m.

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.