



City of Waukesha

Meeting Minutes - Final

Library Human Resources Committee

321 WISCONSIN AVENUE
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Thursday, January 10, 2019

4:00 PM

Library Board Room

1. Call to Order

Other Trustees in attendance: S. Ammerman and R. Sura

Others Present: Library Director B. Gay, and Special Projects Coordinator J. Quinlan

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

Present 3 - Riebel, Ryan, and Baxter

Absent 1 - Kevin Guilfooy

2. Approval of meeting Minutes

A. [ID#19-0014](#) Approval of the 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. [ID#19-0015](#) 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. [ID#19-0016](#) 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 data and responses from the Library Director's evaluation survey.

Director Gay and Special Projects Coordinator Quinlan left at 4:05 p.m.)

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 with Trustee Ammerman and Sura also voting aye.

Aye: 3 - Riebel, Ryan and Baxter

Absent: 1 - Kevin Guilfooy

- C. [ID#19-0017](#) Following closed session, a motion will be made to reconvene in open session to consider possible action on matters discussed in closed session.

(Library Director Gay and Special Projects Coordinator Quinlan returned at 4:43 p.m.)

The meeting reconvened in open session at 4:43 p.m.

- D. [ID#19-0018](#) 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.

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.