

BARABOO PUBLIC LIBRARY BOARD OF TRUSTEES POLICY COMMITTEE MINUTES

Date and Time: Tuesday, April 21, 2015, 5:00 p.m.
Location: Adult Department Reading Room, Baraboo Public Library, 230 4th Avenue
Members Noticed: M. Boucher, R. Nelson, C. Olson
Others Noticed: J. Ellington, M. Grant, N. Knappen, W. Maffei, B. Stelling, L. Von Asten,
Clerk's office, City Administrator, Mayor

I. Opening

A. Open meeting notice posted on Friday, April 17, 2015

B. Call to order: The meeting was called to order at 5:00 p.m.

C. Roll call

Members present: Marc Boucher and Rob Nelson. Chris Olson joined the meeting in progress.

Others present: Library Director Meg Allen.

II. Approval of agenda

The agenda for the meeting was approved by consensus.

III. Consider new policy establishing effective date of employee compensation change with regard to position revision.

R. Nelson introduced the following statement as a starting point for discussion:

Any change an employee's compensation which results from a revision of their job description shall not be effective until the new job description is approved by the Board of Trustees. Retroactive adjustments to compensation will not be made.

M. Boucher noted that "to" was missing at the beginning of this statement between "change" and "an."

After further discussion, the group decided to amend the statement as:

*. . . until the new job description **and compensation are** ~~is~~ approved by . . .*

Moved by M. Boucher, seconded by C. Olson to recommend adoption of the policy as amended. Motion carried.

IV. Adjournment

Moved by R. Nelson, seconded by M. Boucher to adjourn. Motion carried.

Meeting was adjourned by consensus at approximately 5:20 p.m.