



11345 North Cedarburg Road, Mequon, Wisconsin 53092

PERSONNEL COMMITTEE AGENDA
July 20, 2022, 5:30 PM
Tolzman Community Room

- I. Call to Order, Verification of Posting, Roll Call**
- II. Approval of Minutes**
 - A. Action Item: Approval of the Minutes of the April 12, 2022, Meeting
- III. Old Business**
 - A. Discussion: COVID-related Employee Policies
- IV. New Business**
 - A. Discussion and Possible Action: 2022 Employee Handbook Revisions and Additions
- V. Adjourn**

Jennifer Abraham, Chair

Posted: July 15, 2022



Frank L. Weyenberg Library of Mequon-Thiensville
Minutes of the Personnel Committee Meeting
Tuesday, April 12, 2022

The Personnel Committee of the Frank L. Weyenberg Library Board of Trustees was called to order at 11:00am, Tuesday, April 12, 2022, by Chair Mimi Rosing, in the Second Floor Conference Room.

I. Call to Order, Verification of Posting

Rosing called the meeting to order at 11:00am.
Posting notice as of April 11, 2022, was verified.

Trustees present: Rosing, Jennifer Abraham
Staff present: Rachel Muchin Young, Library Director

II. Approval of Minutes:

Abraham moved the minutes of the November 21, 2021 meeting be approved as presented. Rosing seconded the motion. Motion carried.

III. Old Business

a. Discussion: COVID-related Employee Policies. We are following CDC Guidelines. We have no restrictions for staff.

IV. New Business

a. Discussion and Possible Action: Health Insurance Benefit for Part-Time Staff
Abraham moved and Rosing seconded to recommend to the Board of Trustees, that we modify time off benefits and health insurance benefits to reflect the percentage of time worked.

b. Discussion and Possible Action: Vacation Payout Upon Resignation
Abraham moved and Rosing seconded to recommend to the Board of Trustees that earned vacation will be paid out upon resignation providing the employee has worked at FLWL for at least six (6) continuous months, and has provided proper notice.

V. Adjourn

There being no further business to come before the Committee, Abraham moved to adjourn. Rosing seconded the motion. Motion carried. Meeting adjourned at 12:10pm.

Respectfully submitted,

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