

ARROWHEAD LIBRARY SYSTEM PERSONNEL COMMITTEE MEETING

Edgerton Public Library

May 8, 2013

- 1) **Call to Order:** ALS Personnel Committee Chair Rich Bostwick called the meeting to order at 5:01 p.m. Also present were Mike Rundle, Janet Haag and Steven Platteter.

- 2) **Office and Interlibrary Loan Manager Position and Job Description.** Mike Rundle moved to approve the Office and Interlibrary Loan Manager job description with a salary range of \$18.27 to \$20.00 per hour, at the discretion of the ALS Director. Janet Haag seconded. Motion Passed.

- 3) **Personnel Policy Manual:** Plans were discussed for updating the ALS Personnel Policy Manual

- 4) **Set Next Meeting Date:** June 12th, 2013 at the Eager Free Public Library at 5:00 PM

- 5) **Executive Session:** The committee did not go into Executive Session for evaluation of the ALS Director. Tools for the ALS Director's evaluation were discussed instead.

Rich Bostwick made the motion to adjourn and Mike Rundle seconded. Motion carried unanimously. The meeting ended at 5:41 p.m.

Respectfully submitted,
Steven Platteter, Acting Secretary