

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Personnel, Policy and Public Relations**

**Thursday,
November 3, 2011
4:30 p.m.**

Decatur Public Library Board Room

AGENDA

- I. Call to order – Eugene King, Chair
- II. Approval of agenda
- III. Minutes of July 14, 2011 (No meeting in August, September or October)
- IV. Old Business

A. Employment/Appointment Matters: Closed Session (5 ILCS 120/2(c)(1))

I move that the Board enter into closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

- V. New Business
 - A. Other
- VI. Adjournment

If you have questions please contact:

Lee Ann Fisher, City Librarian
421-9713 or lfisher@ecatur.lib.il.us

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Personnel, Policy, and Public Relations Committee

November 3, 2011

Meeting Minutes

I. CALL TO ORDER

Eugene King, Chair called the meeting to order at 4:34 p.m. Edward Costa, Gail Crookshank, Mary Gendry, and Teena Zindel-McWilliams (ex-officio) were present. Staff present: Lee Ann Fisher, City Librarian and Karen Bjorkman, Assistant City Librarian.

II. AGENDA

Motion by Mrs. Crookshank and seconded by Mr. King to approve the Agenda as presented. Motion carried unanimously.

III. MINUTES

Motion by Mr. Costa and seconded by Mrs. Crookshank to approve the September 2, 2010, minutes. Motion carried unanimously.

Motion by Mr. Costa and seconded by Mrs. Crookshank to approve the November 4, 2010, notes. Motion carried unanimously.

IV: OLD BUSINESS:

Motion by Mr. King and seconded by Mrs. Gendry to go into closed session at 4:55 p.m. for: Employment/Appointment Matters: (5 ILCS 120/2(c)(1) I move that the Board enter into closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. Motion carried on a voice vote of yes.

Motion by Mr. King and seconded by Mrs. Gendry at 4:59 p.m. to return to open session. Motion carried on a voice vote of yes.

V. NEW BUSINESS

Ms. Fisher discussed the lateral transfer of the System Administration Support Specialist from Systems Administration to the Adult Division. The job description will be available for review in December.

Ms. Fisher discussed the grievance pending and the upcoming management meeting with the union.

VI. ADJOURNMENT

Mr. King adjourned the meeting at 5:12 p.m.

Respectfully submitted,

Karen Bjorkman

Assistant City Librarian

Approval at next meeting