

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

Board Members

President:

Donna Williams

Members:

John Phillips

Donna Williams

Amy Stockwell

Samantha Carroll

Gregg Zientara

Michael Sexton

Dr. Ngozi Onuora

Louise Greene

Minutes

Date: July 11, 2019

Time: 4:30 p.m.

Location: Decatur Public Library Board Room

Present: Donna Williams

Samantha Carroll

Michael Sexton

Staff: Rick Meyer, City Librarian

Robert Edwards, Asst. City Librarian

Absent: Dr. Ngozi Onuora

Guests:

Call to order – Mrs. Williams

Meeting called order by Mrs. Williams at 4:30 p.m.

Approval of agenda

Motion to approve the by Mrs. Carroll, seconded by Mrs. Williams, unanimously approved

Minutes

Minutes approved by Mrs. Carroll, seconded by Mr. Sexton, unanimously approved

Communication from the Public

None.

Old and New Business

Mr. Meyer said that he had been in contact with HR Source. He said they would be looking at the current library management pay scale and a classification system. He added that HR Source was currently backlogged. Mrs. Williams asked when he anticipated that they would start. He said he anticipated that the start date would be no later September, but maybe earlier. Mrs. Williams asked about the scale increases. There was discussion about the salary scales.

FOIA

Mr. Meyer said all the requests had been responded to, with involvement by the library attorney.

Personnel Update

Mr. Meyer updated the committee on the arrival of the new staff. He said Scott Wilson, Robert Davis and Alan Harrison were new additions to the library staff. Mrs. Carroll asked if there was a way the board could meet the new people. Mr. Meyer said they could probably work something out. There was discussion about potential openings and the timeline for filling them.

Continuous Education and Travel Policy

Mr. Meyer said he and the staff had reviewed it at the management meeting. He discussed some of the modifications that were suggested. There was discussion about the changes. Mr. Meyer said he would have the edits done by the full board meeting. There was discussion about adding additional language. recommended the library acquired the services of HR source. Motion to recommend to the board with changes by Mr. Sexton, seconded by Mrs. Carroll, unanimously approved
Mr. Sexton suggested that generic language could be used in specific areas. Mr. Meyer said that he would research and see if there was generic language that could be used.

Public comment

None

Adjourn

Motion to adjourn at 5:15 p.m. by Mr. Sexton, seconded by Mrs. Carroll, unanimously approved

Scribe,
Robert L. Edwards
Assistant City Librarian

Approved 8/1/2019