

## **Western District Library Personnel Committee Meeting**

**August 29, 2024**

**9:38AM**

### **Call to Order**

The meeting was called to order by Committee Chair Jeanine McGaughy at 9:38 AM. Those present were Chair Jeanine McGaughy and members Jan Gustafson and Sue Routt. Director Bailey was also present.

### **Public Comments**

There were no public comments.

### **Minutes**

Meeting minutes from August 12, 2024 were reviewed. Jan moved to accept the minutes and Jeanine seconded. They were voted on and approved.

### **New Business**

The purpose of this meeting was to share and discuss the performance review for Director Michelle Bailey. The committee read through the evaluations and answered questions from Director Bailey. Director Bailey then presented her self-evaluation, long term goals and short term goals.

Director Bailey and the committee discussed leaves and FMLA. Members will research both these topics before presenting any recommendations to the board.

The committee and Director Bailey discussed IMRF. Jan will call and receive more information about the options available for our library.

The committee discussed raises for the staff for the upcoming year. Because of the minimum wage law, we will have to make a few adjustments for next year. The board decided on a recommendation to present to the board at the September meeting.

Sue moved to adjourn and it was seconded by Jan. The meeting was adjourned at 11:21AM.

Respectfully submitted,

Sue Routt, Personnel Committee member