

**ROLLING MEADOWS LIBRARY BOARD
PERSONNEL COMMITTEE MINUTES
Thursday, April 14, 2016**

I. Call To Order

Ms. Semple called the meeting to order at 10:17 A.M.

Present were Chairperson Eunice Semple; Board Member Suzanne Horn, Director David Ruff, Technical Services Director Steve Rossi, Reference Services Director Jennifer Colette, Reader's Advisory Director Mary Constance Back and Assistant Director Lucia Khipple.

II. Approval Of Minutes

Mr. Ruff moved that the secretary's minutes dated March 10, 2016 be approved and submitted. Following the opportunity for discussion, the question was called and on a voice vote the motion carried.

III. Meeting Open to the Public for Twenty Minutes

No one from the public chose to address the Committee.

IV. Unfinished Business

There was no unfinished business.

V. New Business

- A. The Committee discussed the annual salary classification review.
- B. The Committee began the annual Employee Handbook Review through 305. The Committee will meet next on May 19, 2016 at 9:15 A.M. and review 306 - 515.

VI. Adjournment

Ms. Khipple motioned for adjournment of the meeting. The question was called and the motion carried. The meeting was adjourned at 11:04 A.M.

Approved _____ Date _____