

**ROLLING MEADOWS LIBRARY BOARD
PERSONNEL COMMITTEE MINUTES
Thursday, April 4, 2019**

I. Call to Order

Ms. Semple called the meeting to order at 10:05 A.M.

Present were Chair Person Eunice Semple, Technical Services Director Steve Rossi, Board Member Sylvia Vange, Board Member Suzanne Horn, Human Resources Coordinator Kristen Troy, Reference Director Jennifer Colette, Readers Advisory Director Mary Constance Back, Director Dave Ruff and Assistant Director Lucia Khipple.

II. Approval of minutes

Ms. Vange moved that the corrected secretary's minutes dated June 28, 2018 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 Methodology and Classification to include in this year's salary Classification. Due to likely changes in the minimum wage, it was determined that it may be necessary to review all salary ranges.
- B. The Committee began the annual Employee Handbook review 105. Mr. Ruff and Ms. Troy will check with the Illinois Statutes to make sure the policy definition of "family" is compliant with state law. 109 wording will include Illinois Law.
- C. The next meeting, the Committee will review 301-504 and will be held May 16th at 10:00 A.M.

VI. Adjournment

Ms. Vange motioned for adjournment of the meeting. The question was called and the motion carried. The meeting adjourned at 10:52 A.M.

Approved _____

Date _____