

MINUTES (DRAFT)
MEAD PUBLIC LIBRARY
HUMAN RESOURCE COMMITTEE MEETING
Monday, June 17, 2013

The meeting of the Mead Public Library (MPL) Board Human Resources Committee was held on Monday, June 17, 2013 in the Library Board Room. Present Committee Members: Mr. Nelson, presiding; Mrs. Norman, Mrs. Quinn and Ms. Wortche. Unable to attend: Mrs. Segalle. Other Board members present; Ald. Carlson, Mrs. Johnson, and Mr. Zylman. Others present: City of Sheboygan Chief Administrative Officer James Amodeo. Present Staff Members: Mr. Erickson and Mr. Zehfus.

1. The meeting was called to order at 12:31 p.m. by Nelson.
2. Nelson determined there was a quorum present.
3. Quinn **moved** to approve the Human Resources Committee minutes of February 21, 2013. **Seconded** by Norman. The motion **passed**.
4. Nelson began discussion and possible action on outsourcing cleaning and/or maintenance services. Zehfus reported on the building maintenance staff and maintenance tasks, cleaning tasks and other tasks that support MPL staff and a proposal from a cleaning vendor for outsourcing cleaning services. The Committee discussed the matter at length. Mr. Amodeo described the city's 2014 and 2015 budget situation. Further discussion followed. Wortche **moved** that the Committee recommend to the full Board no changes be made to the Table of Organization concerning maintenance and cleaning personnel, and the director to begin an immediate review of the library's Table of Organization with recommendations by September, 2013. **Seconded** by Quinn. The motion **passed**.
5. Nelson confirmed the Committee report to the Mead Public Library Board.
6. The date of the next meeting will be as needed.
7. Seeing no further business Nelson adjourned the meeting at 1:27 p.m. Nelson thanked the non-committee Board members and Mr. Amodeo for attending the meeting.