

**MINUTES (DRAFT)**  
**MEAD PUBLIC LIBRARY**  
**HUMAN RESOURCES COMMITTEE MEETING**  
**Thursday, August 22, 2013**

The meeting of the Mead Public Library (MPL) Board Human Resources Committee was held on Thursday August 22, 2013 in the Library Board Room. Present Committee Members: Mr. Nelson, presiding; Mrs. Quinn, Mrs. Segalle and Ms. Wortche. Unable to attend; Mrs. Norman. Other Board members present; Mrs. Johnson. Present Staff Members: Mr. Erickson and Mr. Zehfus.

1. The meeting was called to order at 12:30 p.m. by Nelson.
2. Nelson determined there was a Quorum present.
3. Quinn **moved** to approve the Human Resources Committee minutes of June 17, 2013. **Seconded** by Wortche. The motion **passed**. Abstaining; Segalle.
4. Nelson began discussion and possible action on 2014 budget preparation and changes to the table of organization. Erickson gave a presentation on Version 6 of the 2014 Budget. The 2014 Budget will be \$146,348.00 less than 2013 or down 4.6%. There will be no cuts to library hours or services. Library staff will have 3 staggered days of furloughs. Materials purchases will be held at 2013 levels or 12.4% of expenditures. The library Table of Organization will change with two layoffs in Custodial Services. Erickson distributed a draft 2014 Table of Organization. Erickson outlined his approach to MPL's future involving larger digital collections, increased self-service for customers and more efficient background services. The Committee discussed the matter at length. Segalle **moved** to recommend to the full Board approval of the proposed 2014 Table of Organization effective 1 January 2014. **Seconded** by Quinn. The motion **passed**.
5. Zehfus distributed for discussion and possible action an updated Library "Definition of Employees" policy. This will change the hiring pattern for library pages and allow pages to work more hours. After discussion, Quinn **moved** to recommend approval to the full Board the new definition of employees (as modified) effective immediately. **Seconded** by Segalle. The motion **passed**.
6. Nelson confirmed the Committee report to the Mead Public Library Board
7. The date of the next meeting will be as needed.
8. Seeing no further business Nelson adjourned the meeting at 1:30 p.m.