

Trustee Essentials

Appendix A

Employment and Equal Rights Laws

- The applicable federal laws prohibiting job discrimination are:
 - Title VII of the Civil Rights Act of 1964, which prohibits employment discrimination based on race, color, religion, sex, or national origin.
 - The Equal Pay Act of 1963 (EPA), which protects men and women who perform substantially comparable work in the same establishment from sex-based wage discrimination.
 - The Age Discrimination in Employment Act of 1967 (ADEA), which protects individuals who are 40 years of age or older.
 - Title I and Title V of the Americans with Disabilities Act of 1990 (ADA), which prohibit employment discrimination against qualified individuals with disabilities in the private sector and in state and local governments.
 - The Civil Rights Act of 1991, which, among other things, provides monetary damages in cases of intentional employment discrimination.

Employment and Equal Rights Laws

- The Federal Fair Labor Standards Act (FLSA) establishes minimum wage, overtime pay, record-keeping, and child labor standards. A Handy Reference Guide to the Fair Labor Standards Act is available at www.dol.gov/whd/regs/compliance/wh1282.pdf.
- Most employers must provide certain types of family leave under both the state and the federal Family Medical Leave Acts (FMLA). A comparison of the TTA-2 Trustee Essentials: A Handbook for Wisconsin Public Library Trustees requirements of these two laws is available at dwd.wisconsin.gov/er/family_and_medical_leave/publication_erd_9680_p.htm. Employers that fall under both the state and the federal FMLA must comply with the provisions most beneficial to the employee.

Employment and Equal Rights Laws

- Wisconsin has many other laws dealing with employment and employment discrimination. The Wisconsin Department of Workforce Development has many publications on employment laws and equal rights laws available at dwd.wisconsin.gov/uitax/

Other State Laws

- Public records and property law. Wisconsin Statutes Sections 19.21 to 19.39. See Trustee Essential #15.
- Code of ethics for public officials and employees. Wisconsin Statutes Sections 19.41 to 19.59. See Trustee Essential #16.
- Personal information practices act. Wisconsin Statutes Sections 19.62 to 19.80. See Trustee Essential #15.
- Open meetings law. Wisconsin Statutes Sections 19.81 to 19.98. See Trustee Essential #14. Municipal officials' procedures for payment of public library (and other) expenditures. Wisconsin Statutes Section 66.0607(4).

Other State Laws

- Open personnel records law. Wisconsin Statutes Section 103.13. (See dwd.wisconsin.gov/er/labor_standards_bureau/records_open_to_employees.htm for explanation.)
- Misconduct in office. Wisconsin Statutes Section 946.12. See Trustee Essential #16.
- Private interests in public contracts. Wisconsin Statutes Section 946.13(1)(b). See Trustee Essential #16.
- Theft of library materials. Wisconsin Statutes Section 943.61.