

Personnel Policies

October 11, 2001

Reviewed 1/10/07, 1/21/10, 7/15/13, 8/10/16, 9/10/19

The policies and procedures as established by the Board of Trustees within the guidelines of the laws of the State of Iowa shall determine the actions and attitudes of the library staff.

The Board of Trustees has adopted the City of Oelwein personnel policy with the following modifications: In order to establish the powers and responsibilities of the Oelwein Library Board of Trustees, references to the term of "CITY ADMINISTRATOR" in the City of Oelwein Personnel Policy would change to imply the "BOARD OF TRUSTEES" or the "LIBRARY DIRECTOR" where appropriate.

The special job descriptions and personnel policies on the following pages have been adopted for the library staff by the Board of Trustees. These policies are an extension of the City of Oelwein personnel policy, and will govern both the full-time and part-time employees in these special situations.