

CITY OF SHEBOYGAN
MEAD PUBLIC LIBRARY
HUMAN RESOURCES COMMITTEE MINUTES

Tuesday, June 27, 2023

A meeting of the Mead Public Library (MPL) Human Resources Committee was held on Tuesday, June 27, 2023. Present committee members: Andre Walton (Chair), Meg Albrinck (virtual), and Kathie Norman. Others present: Barbara Alvarez and Maeve Quinn. Staff present: Debbie DeAmico, Garrett Erickson, Cheryl Nessman, Melissa Prentice, and Pattie Pilz.

1. OPENING OF MEETING

1.1. Call to Order

Walton called the meeting to order at 2:17 p.m. and determined there was a quorum.

1.2. Minutes

Norman made a motion to approve the November 16, 2022 minutes. Albrinck seconded. Motion passed.

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

2.1. Library Security Issues

The committee discussed strategies to ensure the library remains a safe place to visit.

The group discussed whether hiring enforcement type roles or social workers is within the scope of the library's mission when dealing with larger community issues. However, by not giving help to the staff doing traditional library work, the staff will continue to experience burnout.

Erickson asked if staff would be willing to work more hours at the desk in order to divert staffing money to additional security positions. The discussion will continue at upcoming meetings.

2.2. Table of Organization

Due to two openings, Erickson proposed moving staffing monies from some roles to others that had more pressing needs such as additional library assistants, pages and an additional cleaner. Norman made a motion to pass the Table of Organization. Albrinck seconded. Motion passed.

2.3. Job Descriptions

Library Assistant position description was updated to reflect current essential

responsibilities and technical duties. Norman moved to approve Library Assistant position description as presented - other than the strong smell section. Albrinck seconded. Motion passed.

3. UPCOMING MEETINGS

3.1. Future Agenda Items

3.1.1. Security/Social Worker

3.1.2. Security Issues

3.2. Future Meeting

To be scheduled as needed.

4. ADJOURN

4.1. Albrinck moved to adjourn the meeting. Norman seconded the motion. The motion passed. Meeting adjourned at 3:30 p.m.

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*