

EASTERN SHORES LIBRARY SYSTEM HUMAN RESOURCES COMMITTEE MINUTES

Eastern Shores Library System Offices

June 30, 2014

Called to Order: 2:06 p.m.

Adjourned: 2:50 p.m.

PRESENT:

Rollings, Fuller, Nelson, Weinhold

1. Call to Order - Compliance with Open Meeting Law requirements

Nelson called the meeting to order at 2:06 p.m. and noted that the meeting was posted appropriately.

2. Public Comment or Correspondence

Weinhold informed the board about an e-mail received this morning from Ms. Bendix about the annual evaluation of the System Director and the wage adjustment method. Nelson stated that these issues can be addressed within today's agenda.

3. Minutes of July 8, 2013 Meeting.

Nelson/Rollings moved to approve the minutes of the 7/8/2013 meeting. Motion carried.

4. 2015 Wage adjustment recommendation for Budget Committee

Weinhold reviewed the survey of member libraries and member counties on 2014 wage adjustments. This survey and the ESLS current wage adjustment and the CPI report are all considered in determining a wage adjustment for ESLS staff. Another factor is the ability of the 2015 budget to provide any recommended wage adjustment. Rollings/Fuller moved to recommend to the Budget committee a range of 1% to 1.5% increase as a wage adjustment for 2015. Motion carried.

5. Performance Evaluation of Library System Director Policies.

Weinhold reviewed the ESLS policies for the evaluation of the library system director. For the first 5 years, an evaluation is done annually by Library System Board, library system staff, and member library directors. Thereafter, the evaluation alternates among Library system board and library system staff; Library system board and member library directors; and ESLS Human resources committee. Committee members agreed that Nelson should send a response to Ms. Bendix about the wage adjustment and the evaluation schedule of the library system director.

6. Interim Director Transition.

Weinhold received the contract termination letter from ESLS Board President Nuernberg. His last day of engagement is July 31. He will be working with Amy Birtell, ESLS Director, during the month on orientation. Committee member asked about Weinhold's status with the Joint County Library Planning Committee. His involvement is a decision for the library system board and the joint committee.

7. Personnel policies review

Weinhold will send a copy of the Personnel Policies to the Committee members. They will review and prepare for an October meeting of the Committee.

8. Adjourn

Rollings/Fuller moved to adjourn. Motion carried at 2:50 p.m.