



490 East Grand Avenue  
Wisconsin Rapids, WI 54494  
(715) 422-5136  
[www.mcmillanlibrary.org](http://www.mcmillanlibrary.org)

Notice of Public Meeting  
McMillan Library Personnel Committee  
February 2, 2022 5:00 pm  
McCourt Conference Room

### Personnel Committee

Scott Kellogg, Chairperson  
Andrea Galvan, President  
Craig Broeren  
Karen Schill  
Ryan Austin  
Susan Feith

Notice is hereby given of a meeting of the McMillan Library Personnel Committee to be held in the McCourt Conference Room at McMillan Library, 490 E Grand Ave on February 2, 2022 at 5:00 p.m. The public may attend in person or listen to the meeting by calling 1 (312) 626-6799, access code: 261 293 8727, no participant code, passcode: 369900773

It is possible that half or more of the members of the Library Board, or more than half of the members of a committee of the Board, may be present. This meeting may involve information gathering on matters that may come before the committees or Board at a later time. Therefore, this meeting may constitute a meeting of the Library Board or a meeting of a committee of the Board, and is noticed as such through this notice. No deliberation or action will be taken by any committee or the Library Board at this presentation.

### Agenda

1. Call to order
2. Open Meeting Declaration
3. Roll Call
4. Approval of Minutes from the January 5, 2022 meeting
5. Old Business
  - a. Wage Compensation and Classification Study Update
6. New Business
  - a. Library Director Search Process
    - i. Set up Ad Hoc committee for Director Search
    - ii. Review Director Job Description
    - iii. Review Timetable
    - iv. Review Job Ad From Previous Search
    - v. Review Director Qualifications Concepts Document
    - vi. Set schedule for next Ad Hoc Committee Meetings
7. Items for Next Personnel Committee Agenda
  - a. Wage Compensation and Classification Study
  - b. Review Employee Handbook
  - c. Review Employee Job Descriptions
  - d. Evaluation of the Library Director by Board and Staff
8. Adjournment

Please note: With sufficient advance notice, reasonable efforts will be made to accommodate the needs of attendees with disabilities by providing assistance and/or auxiliary aides.