

**Outagamie Waupaca Library System**  
3373 West Brewster Street • Appleton, WI 54914 • 920-832-6190

A meeting of the Personnel Committee of the Outagamie Waupaca Library System Board of Trustees will be held **Wednesday, September 4<sup>th</sup>, 2024 at 11:00 a.m** in the OWLS meeting room at 3373 West Brewster Street and online via GoToMeeting.

**Agenda**

1. Call to order
2. Approve or make changes to the agenda
3. Approve January 2024 meeting minutes
4. Annual review of Employee Handbook
  - a. OWLS Holidays
5. Planning for director evaluation – survey questions and audience
6. 2025 personnel budget
  - a. 2025 cost of living adjustment
  - b. 2025 health care opt out incentive
  - c. 2025 healthcare contribution
7. Consider adding an EAP to employee benefits
8. Closed Session: The Board may convene into closed session pursuant to section 19.85(1)(c) Stat. for the purpose of considering specific employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Board shall return to open session immediately following the closed session to act on matters of closed session.
  - a. Employee compensation
  - b. Leave request
9. Schedule next meeting for November
10. Adjourn

**OWLS Trustees and members of the public are invited to join the meeting from your computer, tablet or smartphone using this link: <https://meet.goto.com/777003837>**

You can also dial in using your phone.

Access Code: 777-003-837

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(646\) 749-3129](tel:+16467493129)

Board members who are unable to attend are requested to notify the OWLS office. If special accommodations are necessary for attendance at this meeting, please contact the Outagamie Waupaca Library System at 920-832-6190 to make arrangements.