

**Outagamie Waupaca Library System**  
**Board of Trustees Personnel Committee**  
November 12, 2020 Meeting Minutes

The meeting was called to order at 6:02 pm by Bradley Shipps online via GoToMeeting.

PRESENT: Diane Forsythe, Pete Gilbert, Paul Girod, Marilyn Herman, Angela Ver Voort.

EXCUSED: Nate Wolff.

OTHERS PRESENT: Bradley Shipps.

Herman moved, seconded by Girod, to approve the minutes of the August 25, 2020 meeting as amended to add the word "OWLSnet." Motion carried.

Gilbert moved, seconded by Ver Voort, to recommend the revised Employee Handbook to the board for approval. Motion carried.

Girod moved, seconded by Herman, to recommend continuation of the temporary, pandemic-related compensation policy through December 31, 2020. Motion carried.

Herman moved, seconded by Gilbert, to approve the revised Office Assistant job description. Motion carried.

Girod moved, seconded by Ver Voort, to move 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 motion carried on a unanimous roll call vote.

Employee compensation  
Director's performance evaluation

Ver Voort moved, seconded by Girod, to re-convene into open session. Motion carried.

Ver Voort moved, seconded by Girod, to recommend the board approve the 2021 compensation recommendations proposed by Shipps. Motion carried.

Having completed the agenda, Shipps adjourned the meeting at 7:43 pm.

Bradley Shipps  
OWLS Director