

Village of Mukwonago
Notice of Meeting and Personnel Committee Agenda

LIBRARY BOARD OF TRUSTEES MEETING
Thursday, October 7, 2021

Time: **4:00 pm**
Place: **Mukwonago Community Library**

1. Call to Order

2. Roll Call and Introduction of Guests

3. Comments from the Public

Information and comment may be received from the public by the Library Board, but solely as to matters that appear on the Agenda for that meeting. The public comment session shall last no longer than 15 minutes and individual presentations are limited to (3) minutes per speaker. These time limits may be extended at the discretion of the Chief Presiding Officer. The Library Board may have limited discussion on the information received, however, no action will be taken on issues raised during the public comment session unless they are otherwise on the agenda for that meeting. Public comments should be addressed to the Library Board as a body. Presentations shall not deal in personalities or personal attacks on members of the Board, the applicant for any project, or Village employees. Comments, questions and concerns shall be presented in a respectful and professional manner. Any questions to an individual member of the Library Board or Staff will be deemed out of order by the Presiding Officer.

4. Approval of Minutes

- 4.a Personnel Committee Meeting Minutes from May 24, 2021
[MCL Personnel Committee Minutes May 2021_unapproved.pdf](#)

5. Discussion/Action Items

- 5.a Goals and Objectives for Director
Discussion and possible action regarding the review of Director Armour's previous objectives and to set new objectives and goals for the future.
- 5.b Job Description for Program Assistant
Discussion and possible action on recommendation to approve adding new job description of Program Assistant.
[MCL Program Assistant Job Description _ proposal for Personnel Committee 2021007.pdf](#)
- 5.c Review Wage Ranges for FY2022
Discussion and possible action on proposed wage range changes for each position to take effect FY2022.
- 5.d Proposed Wage Changes for FY2022
Discussion and possible action on recommendations for staff salaries for FY2022.

6. Referral Items

7. Confirm Next Meeting Date

The Personnel Committee meets on an as-needed basis.

8. Adjourn

It is possible that a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Municipal Clerk's Office, (262) 363-6420.