

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.84 of the Wisconsin Statutes, Notice is hereby given to the public that a meeting of the **Personnel Committee** of the Board of Trustees of the Nicolet Federated Library System will be held on
Thursday, December 15, 2022 at 12:00 p.m. via Zoom

Personnel Committee Members: Ken Harter, Chair; Rebecca Berger; Miriam Erickson; Cheryl Maxwell; Connie Seefeldt; Anthony Yaggie, (Ex-Officio)

AGENDA

- 1. Call to Order.**
- 2. Determination of Quorum.**
- 3. Agenda Revisions.**
- 4. Approval of the September 29, 2022 Meeting Minutes.**
- 5. Staff Updates.**
- 6. Approval of Outreach Coordinator and Administrative Assistant Job Descriptions.**
- 7. Discussion and Approval of Wage and Fringe Benefits for Staff Positions.**
- 8. Other Business.**
- 9. Adjourn.**

Notice is hereby given that action by the board may be taken on any of the items that are described or listed in this agenda.

Please call Hannah Good Zima at 920 448-4411 if you cannot attend this meeting.

Any person wishing to attend who requires special accommodation because of disability should contact NFLS at 920 448-4410 at least two days prior to the meeting so that arrangements can be made.

Attachments:

Sept. 29, 2022 Meeting Minutes
Job Descriptions
Wage & Benefits Memo
Personnel Policies

Zoom Instructions:

NFLS Personnel Committee Meeting

Time: Thursday, Dec 15, 2022 12:00 PM

To Join Meeting from Your Computer Select the Link:

<https://us02web.zoom.us/j/85969467588?pwd=OWxjK21TY29CODVyZER4MDFZaW14UT09>

To Join Meeting from Your Computer:

Go To: <https://zoom.us/join>

Enter the Meeting ID: 859 6946 7588

Enter Your Name

Enter the Password: 877846

To Join Meeting by Telephone:

Call 1-312-626-6799

Enter the Meeting ID: 859 6946 7588#

Enter Pound for the Participant Number: #

Enter Password: 877846#

For members joining **by telephone only**, you can utilize the following commands on your phone using your phone's dial pad while in a Zoom meeting:

- *6 - Toggle mute/unmute
- *9 - Raise hand

If you feel that you are unable to be heard during the meeting, even after "raising your hand," please hang up and try calling into the meeting again.

If you have trouble connecting to the meeting, please contact Hannah Good Zima at (920) 448-4411, for assistance at any time before or during the meeting.