

**Meeting of the
Personnel Committee of the
Nicolet Federated Library System
Thursday, September 29, 2022 at 1:30 p.m.**

Present: Ken Harter, Chair, Connie Seefeldt, Rebecca Berger, Miriam Erickson, Anthony Yaggie (Ex-Officio), Tracy Vreeke (NFLS), Hannah Good Zima (NFLS)

Excused: Cheryl Maxwell

Minutes

1. **Call to Order.** The meeting was called to order at 1:45 p.m.
2. **Determination of Quorum.** A quorum was established.
3. **Agenda Revisions.** The agenda was amended to include review of the Director's Goals from 2022 under Item 6.
4. **Approval of the May 19, 2022 Meeting Minutes.**
The minutes will be amended to change the motion in Item 10 from approve the minutes to motion to adjourn. Member Erickson moved to approve the minutes as amended. Member Seefeldt seconded the motion. **Motion carried.**

5. **Staff Updates.**

Director Vreeke gave a brief update regarding staffing levels and staff activity.

*Pursuant to Wisconsin Statutes Section 19.85(1)(c), Member Seefeldt made a motion, seconded by Member Berger, to move into closed session for the director and staff evaluation session. **Motion carried.***

Roll call vote:

*Harter: Aye
Berger: Aye
Erickson: Aye
Seefeldt: Aye
Yaggie: Aye*

The Committee entered into Closed Session at 1:55 PM.

**Meeting of the
Personnel Committee of the
Nicolet Federated Library System
Thursday, September 29, 2022 at 1:30 p.m.**

6. Review of Director Performance Review Surveys and Director's Self-Evaluation.

7. Review of 2023 Director Goals.

8. Update on Staff Performance Reviews.

9. Approve Recommendation of Staff Salary Increases to the Finance Committee.

Member Berger made a motion to recommend to the Finance Committee that all staff and the system director receive a 4.1% cost of living adjustment and 3% merit raise and that this increase be approved as part of the 2023 System Budget. The motion was seconded by Member Erickson. **Motion carried.**

*Member Seefeldt made a motion, seconded by Member Berger, to adjourn Closed Session and reconvene in Open Session. **Motion carried.** The Personnel Committee reconvened in Open Session at 3:08 PM.*

10. Other Business. None.

11. Adjourn. Member Seefeldt made a motion, seconded by Member Berger, to adjourn. **Motion carried.** The Personnel Committee adjourned at 3:08 PM.

Respectfully Submitted,
Hannah Good Zima, Reporting Secretary