**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 Board of Trustees, **NFLS Personnel Committee** of the Nicolet Federated Library System(NFLS) will be held **Tuesday, April 24, 2018 at 1pm.**, at the NFLS office, 1595 Allouez Ave, #4, Green Bay, WI 54311. Phone 920-448-4410.

**NFLS Personnel Committee:**
Ken Harter, Miriam Erickson, Julia Wallace, Kathy Pletcher, Corrie Campbell, Tony Yaggie (pending), Cheryl Maxwell

**Other members:** Agenda, for your information

**AGENDA**

1. **Call to order.**
2. **Determination of Quorum.**
3. **Agenda Revisions.**
4. **Approval of January 9, 2018 Minutes.**
5. **Director’s Report on Continuing Education Collaboration**
6. **Review of NFLS member library surveys**
7. **Review of NFLS CE requirements**
8. **Review of relevant job descriptions**
9. **Employee Handbook Update**
10. **Possible action item – Recommendation of job duties and responsibilities to NFLS board for approval at June 12, 2018 meeting**
11. **Other business.**
12. **Adjourn.**

Ken Harter, Chair - Personnel Committee

Notice is hereby given that action by the Committee may be taken on any of the items that are listed on the agenda.

**Please call 448-4410 if you cannot attend this meeting.**