

**Outagamie Waupaca Library System**  
**Board of Trustees Personnel Committee**  
December 5, 2017 Meeting Minutes

The meeting was called to order at 3:01 p.m. by Committee Chair Paul Girod in the Appleton Public Library board room.

PRESENT: Terry Dawson, Pete Gilbert, Paul Girod, Marilyn Herman.

EXCUSED: Carol Diehl.

OTHERS PRESENT: Bradley Shipps.

Gilbert moved, seconded by Dawson, to approve the minutes of the October 30, 2017 meeting. The motion carried.

Gilbert moved, seconded by Dawson, to approve the Graphic Arts and Communications Specialist position description with the addition of the word "and" in the last sentence of the first paragraph. The motion carried.

Dawson moved, seconded by Gilbert, 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.

Herman moved, seconded by Dawson, to re-convene into open session. The motion carried on a unanimous roll call vote.

No action was required following the closed session.

Girod adjourned the meeting at 4:01.

Bradley Shipps  
OWLS Director