

Outagamie Waupaca Library System
225 North Oneida Street • Appleton, WI 54911 • 920-832-6190

A meeting of the Personnel Committee of the Outagamie Waupaca Library System Board of Trustees will be held **Wednesday, November 10, 2021 at 4:00 p.m** online via GoToMeeting.

Agenda

1. Call to order
2. Approve or make changes to the agenda
3. Approve August 16, 2021 meeting minutes
4. Recommend Telecommuting Policy for approval
5. Recommend revised Employee Handbook for approval
6. OWLS personnel reorganization
 - a. Revise table of organization
 - b. Revise wage scale
 - c. Revise job descriptions
 - Director
 - Web and Marketing Coordinator
 - OWLSnet Manager
 - Circulation Specialist
 - Technology Coordinator
 - Administrative Assistant
 - Office Assistant
 - d. Recommend new positions
 - Computer Technician
 - Outreach & Consulting Librarian
7. Closed Session: The Board may convene 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 Board shall return to open session immediately following the closed session to act on matters of closed session.
 - a. Employee compensation
 - b. Director's performance evaluation
8. Adjourn

OWLS Trustees and members of the public are invited to join the meeting from your computer, tablet or smartphone using this link: <https://global.gotomeeting.com/join/923904621>

You can also dial in using your phone.
United States (Toll Free): 1 (866) 899 4679
United States: +1 (571) 317-3116
Access Code: 923-904-621

Note: Use of the toll free (866) number will result in charges of \$0.08/minute per caller, which will be billed to OWLS.

Board members who are unable to attend are requested to notify the OWLS office. If special accommodations are necessary for attendance at this meeting, please contact the Outagamie Waupaca Library System at 920-832-6190 to make arrangements.