

Outagamie Waupaca Library System
Board of Trustees Personnel Committee
August 14, 2025 Meeting Minutes

The meeting was called to order at 6:00 pm by Shipps.

PRESENT: Pete Gilbert, Cathy Thompson.

EXCUSED: Cindy Fallona

OTHERS PRESENT: Bradley Shipps.

Thompson moved, seconded by Gilbert, to approve the agenda. Motion carried.

Gilbert moved, seconded by Thompson, to approve the minutes of the June 19, 2025 meeting. Motion carried.

Gilbert moved, seconded by Thompson, to recommend for inclusion in the 2026 budget a cost of living adjustment of 3%, health care opt out incentive of \$3,500, and employer Section 125 contribution of \$500. Motion carried.

The committee reviewed documents related to the Winnefox Library System's subs program and advised Shipps to proceed with planning to pilot a similar service for OWLSnet in 2026.

Gilbert accepted responsibility for coordinating the director evaluation survey and will contact VP Hartman for relevant account details.

The committee reviewed the 2024 System Staff Salary report from DPI and the 2025 system directors salary summary from WVLS and discussed general strategies for compensation in 2026. Individual staff compensation was not discussed, so the noticed close session was not held.

The committee will next meet on October 16, 2025.

Having completed the agenda, Shipps adjourned the meeting at 7:03 pm.

Respectfully submitted,
Bradley Shipps, OWLS Director