

PERSONNEL COMMITTEE MEETING MINUTES

Date: September 7, 2021

Time: 5:00 p.m.

Call to Order

Josh Short called the meeting to order at 5:00 p.m.

Roll Call

Members present: Chastity Mays, Lupe Mejia, Jill Shelton, Josh Short

Members absent: Kris Lundquist

Others present: Leslie Bednar, Jill Trevino

Public Comment

None

Approval of Minutes from August 3, 2021, Meeting

Lupe Mejia motioned to approve the August 3, 2021, minutes. Chastity Mays seconded. Motion carried.

Unfinished Business

None

New Business

Review Adverse Weather Policy Member Comments from the IHLS Website

Jill Trevino reviewed online comments from member library staff on the Adverse Weather Policy. She is now able to respond to posted comments and this will be helpful with member communications going forward.

Review Legal Updates for the Employee Handbook

Committee reviewed a set of legal updates for the IHLS employee handbook. The changes were not initiated by IHLS staff and reflect changes in state and federal legislation. As work on updating the handbook continues, the committee will review these types of changes. When the project is completed the board will have an opportunity to consider these changes in the context of the entire document.

COVID-19 and IHLS Staff

Jill Trevino updated the committee on steps staff have taken to reduce the risk of transmission of the COVID-19 virus.

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

Public Comment

None

Announcements

Jill Trevino stated newly updated position descriptions will soon be posted on the IHLS website.

Adjournment

Chastity Mays motioned to adjourn. Jill Shelton seconded. Meeting adjourned at 5:15 p.m.