

**GREAT RIVER REGIONAL LIBRARY
PERSONNEL COMMITTEE MINUTES
November 10, 2009**

A meeting of the Great River Regional Library (GRRL) Personnel Committee was held Tuesday, November 10, 2009. The meeting was called to order at 6:09 p.m. by Robert Hare.

Members Present:

Bernice Berns
Robert Hare
Louise Kuester
John Meuers
Gerald Ruda
Pat Sawatzke
Vince Schaefer

Members Excused:

GRRL Staff Present:

Sunny Hesse
Janie LaBree
Karen Pundsack
Jay Roos
Kirsty Smith
Linda Treb
Diane Vosen
Patricia Waletzko

GRRL Staff Excused:

Mic Golden

APPROVAL OF AGENDA

Kirsty Smith requested the following amendments to the agenda:

Remove item numbers 5.1 and 5.2 due to having been previously approved.

Remove item number 8 due to the recent filing of a petition for union election requiring status quo operation.

Pat Sawatzke moved to approve the agenda with the amendments. Motion seconded by Louise Kuester and carried unanimously.

APPROVAL OF MINUTES

There were no minutes to approve as the Personnel Committee did not meet in September.

REALLOCATION OF BUDGETED HOURS

Gerald Ruda made a motion to approve the reallocation of Melrose Branch Assistant hours to branch Library Aide hours to be effective January 4, 2010. Seconded by Bernice Berns, the motion carried unanimously.

Gerald Ruda made a motion to approve the reallocation of Interlibrary Loan Assistant II hours to Distribution Library Aide hours to be effective January 4, 2010. Seconded by Bernice Berns, the motion carried unanimously after some discussion.

PERSONNEL POLICY UPDATES

A motion was made by Gerald Ruda to approve the personnel policy updates resulting from the Deputy Director position elimination. Louise Kuester seconded the motion which carried unanimously after discussion.

REIMBURSEMENT FOR USE OF PERSONAL VEHICLE

Action postponed due to filing for union election.

ANNUAL CASH-OUT OR CONVERSION OPTION

Bernice Berns moved that GRRL comply with IRS code by revising the Annual Cash-Out or Conversion Policy 4A.7. Seconded by Gerald Ruda, the motion carried unanimously.

INSURANCE AND RETIREMENT BENEFITS

A motion was made by Louise Kuester to approve the Insurance and Retirement Benefits Policy 4F changes. Bernice Berns seconded the motion which carried unanimously.

HEALTH CARE INSURANCE

Louise Kuester motioned to approve the change to the Health Care Insurance Policy 4F.1. Seconded by Bernice Berns, the motion carried unanimously.

NEXT MEETING

The Great River Regional Library Board of Trustees announced that the January 19, 2010, Personnel Committee Meeting will take place at 6:00 p.m. in the Mississippi Room at the St. Cloud Public Library.

ADJOURNMENT

Motion made by Gerald Ruda to adjourn the meeting at 6:44 p.m. Seconded by Vince Schaefer, the motion carried unanimously.

Robert Hare, Personnel Committee Chair