

Village of Hortonville
Library Board Meeting Minutes
January 28, 2020

President Jenna Foth called the meeting to order at 4:31 p.m.

Members Present: Jenna Foth, Lex Jandourek, Kay Forton, Veronica Woodward, Pat Lund-Moe

Excused Absences: Todd Timm, Michael Wirkus

Others Present: Allie Krause, Library Director; David DeTroye, Village Administrator

Public Comment: none

Ad Hoc Personnel Committee Report: (meeting minutes attached) Kay reported the committee recommendation is to hire two library assistants at \$10 per hour, each working 20 hours per week. Budget line amendment will be needed at a future meeting to move money budgeted for benefits to payroll budget line.

Library Personnel-open position: Discussion followed committee report. Veronica moved, Lex seconded to post the job vacancy immediately for two library assistant positions at 20 hours/week with posting remaining open until positions are filled. Motion passed.

Kay moved, Lex seconded to adjourn meeting at 4:51 p.m. Motion passed, meeting adjourned.

Submitted by:

Pat Lund-Moe, Secretary

Hortonville Library Board
Ad-Hoc Personnel Committee Meeting Minutes

January 28, 2020

Meeting called to order at 10:30 a.m. by Pat Lund-Moe.

Attendance: Kay Forton, Pat Lund-Moe, Allie Krause

Others present: David De Troye, Village Administrator

Allie presented all supporting documents regarding hiring new staff to replace staff member who is leaving. Allie's documents reflected hiring two staff members at 16 hours/week (32 hrs/wk total) to cover the 35 hours worked presently.

After discussion, with supporting financial information from David, the committee determined it will recommend hiring two 20 hour/week staff at \$10/hour to replace the present 35 hour/week position.

This is supported by the fact that we already have scaled back 10 hours/week in 2019, so would have been down another 3 if we had hired for 32 hours/week. These two part-time positions will also not be eligible for benefits, which will be a savings of \$6-\$7,000 per year. A budget line amendment will need to be approved after hiring has been completed to move these funds from benefits to payroll budget line.

Kay moved and Pat seconded to adjourn the meeting at 11:20 a.m.

Submitted by:

Pat Lund-Moe, Secretary