

APPROVED PERSONNEL COMMITTEE MEETING MINUTES

Date: August 13, 2025

Time: 3:00 p.m.

Call to Order

Kristy Walker called the meeting to order at 3:00 p.m.

Roll Call

Committee Members Present: Mark Decker, Kim Dykstra, Matt Greider, Kristy Walker

Other Attendees & Guests: Emily Pickell, Leslie Bednar

Public Comment

None

Approval of Minutes

The minutes stand as corrected.

Unfinished Business

None

New Business

New or Updated Position Descriptions

Leslie Bednar reviewed four recent position descriptions (Communications and Advocacy Administrator, Digital Marketing Specialist, Lead Sorter, and Operations Manager) and four draft position descriptions (Continuing Education Coordinator, Membership Director, Membership Services Coordinator, and Public Library Liaison).

Public Comment

None

Announcements

The next committee meeting is scheduled for September 10, 2025 at 3:00 p.m.

Adjournment

Adjourned at 3:20 p.m.