

PERSONNEL COMMITTEE MEETING MINUTES

Date: September 6, 2018

Time: 5:00 p.m.

Call to Order

-at 5:00 p.m.

Roll Call

Members present: Stacey Carter, Gary Jones, Susan Pennington (entered at 5:02 p.m.),
Mary Smith, Sharon Yearwood

Others present: Dominique Granger, Leslie Bednar

Approval of Minutes

-Motion to approve minutes as presented by Mary Smith, second by Gary Jones. Motion passes by voice vote.

Public Comment

-None

Unfinished Business

-Organizational Chart: Leslie Bednar and Dominique Granger presented an updated version of the FY2019 organizational chart. Committee stated this version better defined reporting structure at director level.

New Business

-Confirm Meeting Date and Time

Stacey Carter asked what works best for a standard meeting time and date. Committee agreed to hold meetings going forward on the first Thursday of the month at 5 p.m.

-Marketing Coordinator Position Description

Ms. Granger explained the marketing coordinator is a new role in our organization beginning with FY2019. Duties include marketing the organization and our services to members, as well as implementing our marketing strategy as a whole. Will work collaboratively with the communications coordinator. Committee members inquired about the new staff member being able to provide continuing education to member libraries on ways to better promote their agency's services. Ms. Bednar replied that is within the realm of possibility.

Public Comment

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

-None

Announcements

-None

Adjournment

-Motion to adjourn at 5:35 p.m. by Sharon Yearwood, second by Susan Pennington. Motion passes by voice vote.