



## PERSONNEL COMMITTEE MEETING MINUTES

Date: April 11, 2019

Time: 5:00 p.m.

### Call to Order

-at 5:08 p.m.

### Roll Call

*Members present:* Stacey Carter (entered at 5:18 p.m.), Gary Jones, Mary Smith, Sharon Yearwood

*Members absent:* Susan Pennington

*Others present:* Dominique Granger, Leslie Bednar

### Approval of Minutes

-Motion to approve minutes as presented by Gary Jones, second by Sharon Yearwood. Motion passed by voice vote.

### Public Comment

-None

### New Business

#### -Web and IT Administrator position description

Dominique Granger reviewed the position description which was very recently reclassified from the IT Specialist description. The specialist position was recently vacated when Zach Henderson moved to SHARE as a Circulation & Resource Sharing Specialist. The reclassification was based on current and near future projects for the IT department.

The position went through our internal salary classification review and it is now considered a Level 8. We are looking for a team member with working knowledge of the skills described, and not necessarily a master of those skills. Our goal is to have the successful candidate grow in the role.

### Public Comment

-None

### Announcements

-Mary Smith invited all to the April 24th showing of *The public, a film by Emilio Estevez. It will be shown at the Edge Theater in Belleville and is sponsored by the Belleville Public Library. The film focuses on the challenges of homelessness and the interconnectivity in a Cincinnati public library*

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IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

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*during a bitter cold snap.*

**Adjournment**

-Motion to adjourn at 5:29 p.m. by Mary Smith, second by Sharon Yearwood. Motion passes by voice vote.