

ILLINOIS HEARTLAND LIBRARY SYSTEM

PERSONNEL COMMITTEE

ADOBE CONNECT MEETING –December 8, 2011 7:00 P.M.

<http://wjl3.adobeconnect.com/personnel/>

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes from August 26, 2011
- IV. New Business:
 - A. Updating Job Descriptions
 1. Proposed process
 2. Tentative Timeframe
 - B. Schedule Next Meeting