

ILLINOIS HEARTLAND LIBRARY SYSTEM
Personnel Committee Meeting Minutes
February 24, 2012

Present: Linda McDonnell
Joan Rhoades
Anthony Schuering
Susan Tulis
Juliette Douglas (staff support)

Absent: George Trammell

The meeting was called to order by Chairperson Linda McDonnell at 5:15 p.m. A roll call was taken.

It was moved by Susan Tulis and seconded by Joan Rhoades to approve the minutes of August 26, 2011. The motion carried.

It was moved by Joan Rhoades and seconded by Anthony Schuering to approve the minutes of the December 8, 2011 meeting. The motion carried.

New Business

The Illinois State Library reviews all IHLS policies. Because of the current financial situation, it was recommended to delete the section in the IHLS Personnel Code which offers Tuition Reimbursement to employees. After reviewing that section, it was moved by Susan Tulis and seconded by Linda McDonnell to remove Tuition Reimbursement (found on page 20) from the Personnel Code. The motion carried.

Old Business

It was reported that the process of revising job descriptions is on schedule and the Personnel Committee could begin reviewing job descriptions at its next meeting.

Anthony Schuering made a motion to adjourn. It was seconded by Susan Tulis. The meeting adjourned at 5.58 p.m.