



Illinois Heartland Library System

Personnel Committee Meeting Minutes

December 9, 2015, 4:00pm

Chairperson Fuller called the meeting to order at 4:01p.m.

Roll Call

Rachel Fuller, chairperson - present

Susan Justice - present

Gary Denué - present

Clyde Hall - present

Geoffrey Bant - absent

George Trammel - absent

Kathy Jackson, IHLS Staff - present

There were no members of the public present at the meeting.

Public Comment: There was no public comment.

Minutes: Susan Justice made the motion to approve the minutes as presented. Gary Denué seconded the motion. Motion carried by roll call vote.

Old Business: The Personnel Committee reviewed the current policy (listed below) and recommends the following options (listed further below) to the Board of Directors regarding the hiring of relatives within IHLS:

CURRENT

1. Conflict of Interest in Employment

IHLS prohibits the hiring of immediate relatives of the Board of Directors, the Executive Director, or any other employee. IHLS employees currently related to each other cannot work within the same department.

NEW

1. Conflict of Interest in Employment

IHLS allows immediate relatives of the Board of Directors, the Executive Director, or any other employee to be considered for employment on the basis of their qualifications and successful participation in the formal hiring process. Related employees cannot work within the same

department or have a supervisory and/or reporting relationship. This policy applies when assigning, transferring or promoting a related employee.

For the purposes of this policy, immediate relatives includes, parents, spouses, siblings, children, civil union partners, or the in-law relationships of the aforementioned relatives and step-children.

OR

Effective (insert date), IHLS prohibits the hiring of immediate relatives of the Board of Directors, the Executive Director, or any other employee. All current related employees are grandfathered in and not impacted by the initial hiring portion of this policy. Related employees cannot work within the same department or have a supervisory and/or reporting relationship. This policy applies when assigning, transferring or promoting a related employee.

For the purposes of this policy, immediate relatives includes, parents, spouses, siblings, children, civil union partners, or the in-law relationships of the aforementioned relatives and step-children.

New Business: None

Public Comment: There was no public comment.

Other: There were no announcements.

Adjournment: Clyde Hall made the motion to adjourn. Gary Denué seconded the motion. Motion passed by unanimous roll call vote at 4:23p.m.