

TADL Personnel Committee
Minutes

November 8, 2016 ~ 5:30 p.m.

Thirlby Room
610 Woodmere Avenue
Traverse City, Michigan

Attendance: Tom Kachadurian, Chair, Joe Jones and Emma Moyer, trustees; and Jill Porter, Assistant Director for Public Service, and Gail Parsons, Director.

Agenda - The agenda was approved as presented. Director Goals was added at the end of the meeting.

Approval of Minutes

The minutes from September 13, 2016, were approved as presented.

Public Comment

Parsons read a letter from TADL staff member Betsy Myers who expressed her opinion that the committee should consider giving non-union pages, PCC desk attendants and substitutes a wage increase because of their value to the library. Parsons indicated that she had already been reviewing those options. Kachadurian stated that the director has the discretion to make those increases based on the personnel budget.

Non-Union Staff Compensation

Parsons handed out a spreadsheet that listed non-union management staff and her recommendations for salary increases. She indicated that she was taking into consideration the fact that none of the individuals had seen an increase since January, 2015, as well as the need to retain valuable employees and recognize their leadership and contributions that have contributed to significant service improvements and cost savings. Discussion followed. Kachadurian said that he would prefer using flat dollar amounts rather than percentages. He wanted to make sure that what we are paying is reflective of the market for comparable positions. The committee recommended some changes to Parsons' spreadsheet noting that some of the increases were salary adjustments based on increased job responsibility. They recommended taking it to the November board meeting for approval. Parsons will check with legal counsel regarding the appropriate presentation method.

Director Goals

Parsons shared her goals for the coming year as requested at a previous meeting. The committee reviewed her suggestions and requested that she also identify new donor relationships to begin an aggressive fundraising campaign to fund the bookmobile that she listed as a goal so that no public funds would be required. She will revise her goals to reflect the committee's recommendations.

Next Meeting Date/Time – December 13, 2016 – 5:30 p.m.

Adjournment

The meeting adjourned at 6:30 p.m.