

CLOSED SESSION MINUTES - SEPTEMBER 19, 1994

Closed Session was convened at 8:27 p.m. for the purpose of discussing personnel and law issues.

Jaekel gave a report on the Personnel Committee Meeting held Monday, September 12, 1994 with Jaekel, Fritz and Sullivan attending.

Jaekel proposed that a step increase schedule for pages be prepared and implemented in October, 1995. Part-time employees will continue to be evaluated at one time at the beginning of our fiscal year. Because of the change in our fiscal year and the fact that part-time staff was evaluated and given increases as seen fit in May, 1994, it was proposed that evaluations for part-time employees not be done until next September, 1995 for an October, 1995 increase. In the interim, all part-time staff, including pages, will be given a 2% increase across-the-board in January, 1995. A simple evaluation form for part-time employees was submitted for approval.

Full-time employees will continue to be evaluated by anniversary date. With the beginning of our fiscal year in October, it was recommended that a 4% salary increase be offered with merit increases based on evaluation scores as follows, using our present full-time evaluation form:

2% - scores 65 - 72
1.5% - scores 57 - 64
1% - scores 49 - 56

A rough draft of possibilities for a new evaluation form for full-time staff was distributed. Trustees will take home for review and this will be discussed at a later time.

Jaekel will review a comparison of library director salaries as prepared from the 1993 LACONI SALARY INFORMATION BOOK for possible adjustment of [REDACTED] salary.

[REDACTED]

Under Law, McArthur advised Board that the library had been served a summons for a court date of September 26, 1994. We are being sued by Linda M. Connors, as parent and guardian of James Connors, minor, for \$10,000.00 plus costs, for an incident that happened two years ago, September 4, 1992. Child was injured on a step-stool with which he and his sister were fooling around.

CLOSED SESSION MINUTES - SEPTEMBER 19, 1994

Page Two

A witness was named in the Incident Report. A representative of our insurance company will come to the library on September 21, 1994 to speak with this witness.

An attorney for the insurance company will appear in court on the 26th. We do not have to be present.

Motion was made to move out of Closed Session at 8:37 p.m. by Muntner, seconded by Fritz.