



Mesa County Libraries
BOARD
OF **TRUSTEES**
• C O M M I T T E E M E E T I N G •

Personnel Committee

MINUTES

Date and Time: Friday, September 24, 2021 – 10:00 a.m.

Location: Central Library, 443 N. 6th St., Grand Junction, CO – Admin Conference Room

#	Agenda Item
1	Opening: <ul style="list-style-type: none">• Call to Order and Roll Call<ul style="list-style-type: none">○ Board President Cyphers called the meeting to order at 10:08 a.m.○ BOARD PRESENT: Elaine Barnett, Cindy Cyphers, Alice Dow○ STAFF PRESENT: Michelle Boisvenue-Fox, Rachel Hanson• Review of Agenda: Motion carried.
2	Determine Personnel Committee Chair <ul style="list-style-type: none">• Barnett will remain chair until her Board term ends at the end of 2021, all committee members agreed.
3	Review and Discuss Drafted 2022 Employee Handbook <ul style="list-style-type: none">• Hanson reviewed proposed handbook changes and their origin.• Committee members received a summary of changes to the MCL Employee Handbook, a redline draft in advance of the meeting. The committee discussed drafted changes and requested edits on topics including: Personal Day change, Juneteenth addition, reference to public Health Emergency, reference to Healthy Families Workplaces Act, removal of limit of paid time for Jury Duty and addition of Voting Day language. There were additional changes made to clarify language and fix grammatical errors.• There was a discussion about “Respectful Workplace” section with potential edits from the Employer’s Council.• Due to the minor changes of the handbook, it was determined that legal review was not necessary and the handbook would be presented to the full board for approval at the September Board Meeting.
4	2022 Pay Scale <ul style="list-style-type: none">• A proposed 2022 pay scale was introduced and discussed. The new scale considers the industry averages and local wages. This proposed wage scale was also distributed to the Finance Committee earlier in the week.
5	Adjournment <ul style="list-style-type: none">• Cyphers moved to adjourn the meeting at 10:59a.m.; Barnett seconded. Motion carried.

Minutes submitted by Nikki Coolbaugh, MCL Executive Support Coordinator