

Roseville Public Library Commission  
Special Meeting  
June 23, 2014  
Minutes

I. CALL TO ORDER

The meeting was called to order by Chairman Charlene Van Marcke at 6:30 p.m. in the Conference Room.

Present: Commissioners Pat Chownyk, Joan Logghe, Cara Tonn, Charlene Van Marcke, and Director Jacalynn Harvey

Absent (Excused): Phyllis Reneau

Recording Secretary: Cara Tonn

II. DISPOSITION OF MINUTES

Motion by Commissioner Logghe supported by Commissioner Chownyk to accept the Minutes of the regular meeting of May 12, 2014.

**MOTION CARRIED UNANIMOUSLY**

III. HEARING OF THE PUBLIC

None.

IV. NEW BUSINESS

1. Commissioner Pat Chownyk has agreed to serve five more years on the Commission and will be confirmed at the next City Council meeting.

2. Employment Contract – Head of Adult Services.

a. HR says to base it on an existing contract (Supervisor's) even though the position is not in the union – it will just make everything easier.

b. The Head of Adult Services will start out at the 6-month pay rate and then increase salary to the one-year pay rate at six months of service.

c. Sick Leave

i. After much discussion, the Commission decided to follow the Clerical Alliance Union/POAM Contract as to sick leave and allow one day (8 hours) per month and allow three days (24 hours) to be carried over

into the next year. Anything else unused will be paid out at 50 percent. A doctor's note would be required after three consecutive days sick.

- ii. The Commission also decided to offer compensation of \$3,600 to the Head of Adult Services for opting out of health insurance.
- iii. The Commission also decided to remove "with ten (10) days written notice" from #2 in the Employment Agreement.

Motion by Commissioner Chownyk supported by Commissioner Tonn to accept Employment Agreement for Head of Adult Services following the Clerical Alliance Union's treatment of sick days and allowing for investigation into the use of excess hours, and accepting the other changes noted above.

**MOTION CARRIED UNANIMOUSLY**

IX. ADJOURNMENT

Commissioner Logghe made the motion, that having acted upon the agenda, the meeting be adjourned at 7:15 p.m. Commissioner Chownyk supported the motion.

**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,



Cara Tonn

Next Meeting: Monday, August 11, 2014 at 6:30 p.m.