

MONARCH LIBRARY SYSTEM
OPERATIONS COMMITTEE

Tuesday, March 4, 2025
Lakeview Community Library
112 Butler Street
Random Lake, WI 53075

1. Meeting called to order at 3:32 pm
2. Committee members present: John Katzka, Kay Marose, Wendy Sprenger, Joyce Nelson, Maeve Quinn. Also present: Riti Grover and Trish Federer, MLS Staff, Members Absent: Tom Doane.
3. Trish confirmed the meeting complied with WI Open Meetings Law.
4. There was no public comment or correspondence.
5. Kay moved and Wendy seconded a motion to approve the agenda. Motion carried.
6. Joyce moved and Wendy seconded a motion to approve the minutes of the November 11, 2024, meeting as presented. Motion carried.
7. Discussion was held on the eligibility of an employee to receive COLA and/ or Salary Steps if s(he) is not performing satisfactorily or is under a Performance Improvement Plan. No action was taken.
8. Discussion was held on the practical definition for 'bonus' (mentioned in the Employee Handbook page 20)
 - a. The committee recommends the following changes to Page 20, paragraph 2 under Pay and Review Policies/Performance Review –
 - i. The paragraph currently reads - The MLS Director will recommend raises and bonuses to the Operations and Finance Committees. The Operation Committee and Finance Committee will review the recommendations and determine a percentage raise amount that fits the budget each year. An employee cited as doing an exceptional job could possibly receive a bonus, if approved by the board. Raises will start at the first of each calendar year.
 - ii. Joyce moved committee recommend the paragraph be changed to – The MLS Director will recommend a COLA raise to the Operations and Finance Committees. The Operations and Finance Committees will review the recommendations and determine a percentage COLA raise amount that fits the budget each year. COLA raises will start at the first of each calendar year. Wendy seconded the motion. Motion passed
9. Kay moved and Joyce seconded a motion to go into closed session based on 19.84(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Roll call vote taken. Motion carried. Went into closed session at 4:20 pm.
10. Maeve moved and Wendy seconded the committee return to Open Session. A Roll Call vote was taken. Motion carried. Open Session resumed at 4:27
11. The next meeting will be held on Tuesday, April 8, 2025, at Lakeview Community Library.
12. The meeting was adjourned at 4:30 pm.