

**MONARCH LIBRARY SYSTEM
OPERATIONS COMMITTEE**

Tuesday, May 6, 2025
Lakeview Community Library
112 Butler Street
Random Lake, WI 53075

Minutes

1. Meeting called to order at 3:30 pm
2. Committee members present: John Katzka, Tom Doane, Kay Marose, Wendy Sprenger, Joyce Nelson, and Maeve Quinn. Also present: Riti Grover and Trish Federer, MLS Staff,
3. Trish confirmed the meeting complied with WI Open Meetings Law.
4. There was no public comment or correspondence.
5. Joyce moved and Wendy seconded a motion to approve the agenda. Motion carried.
6. Joyce moved and Kay seconded a motion to approve the minutes of the March 4, 2025, meeting as presented. Motion carried.
7. A discussion was held to review the concept of bonuses as requested by the Board in their March meeting.
 - a. Discussion was held on the practical definition for 'bonus' (mentioned in the Employee Handbook page 20)
 - i. The committee recommends changing the following paragraph in the Monarch Library System Employee Handbook, Page 20, Paragraph 2 under Pay and Review Policies, Performance Review:
 1. The MLS Director will recommend raises and bonuses to the Operations and Finance Committees. The Operation and Finance Committees will review the recommendations and determine a percentage raise 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.
 2. *The Committee recommends changing the above paragraph to read the following: 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.*

