



# Loutit District Library

Expanding Horizons. Enriching Minds. Engaging Community.

## PERSONNEL COMMITTEE MEETING

MINUTES  
August 13, 2020

Present: Bulthouse (Chair), Rusco, Robertson, and Moore  
Absent: Menerick, Osmun, Martin

Bulthouse called the meeting to order at 1:05pm in Program Room A.

1. Minutes from the February 18, 2020, meeting were approved as written.
2. Director Annual Evaluation:  
Bulthouse explained the process has been completed and DeYoung will discuss the results during closed session at the September 1<sup>st</sup>, 2020 Board Meeting. This year, it was conducted with a digital survey and will continue in this manner due to the success of this format.
3. Benefits Study:  
Brian Mortimore's Salary Study proposal offered a Benefits option that was not accepted by the board at the time. The committee discussed the importance of reviewing the current benefit options, polling the staff, and receiving recommendations for benefit packages that may offer employees a more focused plan based on needs.

**Motion by Rusco, second by Robertson, to recommend to the Board to pursue a contract with Mortimore Consulting for a benefits survey and study.**

4. Committee members discussed and composed a Personnel Committee Statement of Purpose/Charter.

Meeting adjourned – 2:00pm

Respectfully submitted,

Michelle Moore  
Assistant Director, Library Services

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