

**NOTICE OF MEETING
MONARCH LIBRARY SYSTEM
OPERATIONS COMMITTEE
March 11, 2020 at 2:00p**

**West Bend Community Memorial Library
530 Poplar Street
West Bend, WI 53095
Second Floor Conference Room**

1. Call the meeting to order.
2. Verification of Compliance with WI Open Meetings Law, Wis. Stat 19.81.
3. Approval of agenda.
4. Review minutes of last meeting.
5. Public Comment & Correspondence.
6. MLS Director's report.
7. Old Business:
 - Action: MLS Director's job offer details recommendation for Board (Closed Session)
 - Action: MLS Staff COLA/Step increases recommendation for Board
 - Action: MLS Board officers election process/timing recommendation for Board
 - Information: MLS Staff organization chart and work schedules
 - Information: MLS Employee Performance Reviews
 - Information: Update on MLS COOP
8. New Business:
 - Action: Updates for MLS Employee Handbook/Personnel Manual
 - Discussion: MLS Coronavirus planning.
 - Action: Review any contracts as needed
9. Request for Future Agenda Items.
10. Adjourn.

Wisconsin –§19.85(1)(c) which allows closed sessions when the employment, promotion, compensation, or performance evaluation data of any public employee under the jurisdiction of the particular government body is being considered.