

MINUTES OF THE  
MANITOWOC PUBLIC LIBRARY  
PERSONNEL COMMITTEE  
May 14, 2012

The meeting of the Personnel Committee was called to order in the Board Room at Manitowoc Public Library by Chair Fred Hazlewood at 4:08 p.m., Monday, May 14, 2012.

**TRUSTEES PRESENT:** Gratz, Hazlewood, and Hunter

**TRUSTEES ABSENT:** Sczygelski

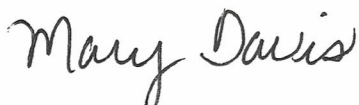
**OTHERS PRESENT:** Stewart and Davis

**NEW BUSINESS:** The committee reviewed the new Employee Policy Manual recommending that vacation amounts for hourly and salaried employees accrue at the same rate. The Committee also recommended that no employee should lose vacation rates with this change. Other changes included minor wording amendments. The Committee recommends the Board approve the Manual.

The Committee recommends the Board approve the request by librarian to include previous years of employment to apply toward vacation total accrual.

There being no further business to come before the Committee, a motion was made by Hazlewood, seconded by Hunter, to adjourn. The meeting adjourned at 4:58 p.m.

Respectfully submitted,



Mary Davis,  
Recording Secretary