



**FRANKLIN PUBLIC LIBRARY  
BOARD OF TRUSTEES PERSONNEL COMMITTEE MEETING  
FRANKLIN PUBLIC LIBRARY – SIEVERT CONFERENCE ROOM  
9151 WEST LOOMIS ROAD, FRANKLIN, WISCONSIN  
5:00 p.m., Monday, September 23, 2024**

**AGENDA**

- I. Call to Order and Attendance
- II. Approval of the November 27, 2023 Personnel Committee Meeting Minutes
- III. Business:
  - a. Review and Discussion Regarding Current and Future Staffing
  - b. Review of Library Director Job Description
  - c. Review of Adult Services Librarian/Assistant Director Job Description
  - d. Review of Circulation Manager Job Description
  - e. Discussion of Library Director Evaluation Forms and Feedback from the Library Board
- IV. Select Future Meeting Date(s)
- V. Adjourn

**Agenda dated September 20, 2024**

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Requests for accommodations for meetings should be made at least three (3) business days prior to the meeting. Every effort will be made to arrange accommodations for all meetings, so please give the City Clerk as much advance notice as possible. For additional information, contact the City Clerk's office at (414) 425-7500.