

Yorkville Public Library  
Personnel Committee Meeting  
Monday, May 17, 2021, 7:00pm  
902 Game Farm Road – Michelle Pfister Meeting Room

The Personnel Committee meeting was called to order at 7:00pm by Chairwoman Theron Garcia.

**Roll Call of Committee Members:**

Theron Garcia-present, Wamecca Rodriguez=yes, Russ Walter-present

Absent: Julie Brendich

**Others Present:**

Board President Darren Crawford, Library Director Shelley Augustine

**Recognition of Visitors:**

Chairwoman Garcia welcomed Mr. Crawford and Ms. Augustine.

**Public Comment:** None

**New Business:**

**Review Director of Adult Services Job Description**

Ms. Augustine drafted a job description for the Director of Adult Services which the committee members reviewed. They discussed some of the categories and decided to make the following revisions:

1. Mr. Walter will change the email address to include “careers”.
2. Two wording changes will be made.
3. It was decided that pay will be based on experience and qualifications. Research will be done on similar positions at other libraries to determine pay level and it will be added to the description.

The Committee said 'bi-lingual' and 'experience working with young adults' should be kept in mind during the search. Chairwoman Garcia recapped the changes to be made to the Job Description and it will be posted for two weeks in various places. Staff members will interview candidates.

**Executive Session:** None

**Adjournment:**

There was no further business and the meeting was adjourned immediately at 7:20pm.

Minutes respectfully submitted by  
Marlys Young, Minute Taker