

**Minutes of the Meeting of the Human Resources Committee of the
Board of Library Trustees of the Village of Carol Stream**

**Carol Stream Public Library
616 Hiawatha Drive
Carol Stream, IL 60188**

Date: February 16, 2022

Time: 6:30 p.m.

Location: Library Meeting Room

1. Call to Order

HR Committee Chair Mansi Patel called the meeting to order at 6:31 p.m. and led the group in the Pledge to the Flag.

2. Roll Call

Present: Trustees Hudspeath, Rogers, Olson, Patel, Larimer and Lynch

Absent: None

Also Present: Library Director Susan Westgate and Human Resources Manager Mary Pellico

3. Recommendation, Re.: Approval of HR Committee Meeting Minutes of January 19, 2022

Trustee Olson moved and **Trustee Lynch** seconded that the Committee approve the HR Committee Meeting Minutes of January 19, 2022. Motion approved.

Ayes 6-Trustees Hudspeath, Rogers, Olson, Patel, Larimer and Lynch

Nays 0

4. Discussion: Recommendation for Staff Increases for FY22/23

The Board discussed possible staff increases in the new FY. They came to a consensus to approve a 0-4% merit increase effective in FY22/23.

5. Discussion: Recommendation for Staff Compensation Rewards

The Board discussed the impact of the 2021 CPI of 7.1%. They came to a consensus to approve a 3% Appreciation Award of employees' 2021 gross wages.

6. Discussion: Review of Facility Technician Job Description

The Board reviewed a new job description for a Facility Technician. They came to a consensus to approve the job description.

7. Discussion: Recommendation for Change in Pay Grade for Human Resources Position

The Board discussed the current responsibilities of the Human Resources Manager. They came to a consensus to approve a change in the pay grade based upon current industry standards.

8. ADJOURNMENT

There being no further business to come before the Human Resources Committee, **Trustee Larimer** moved and **Trustee Lynch** seconded that the meeting be adjourned. Motion approved.

Ayes 6-Trustees Hudspeath, Rogers, Larimer, Olson, Patel and Lynch

Nays 0

Absent..... None

Meeting adjourned at 6:47 p.m.

March 16, 2022

Approved (date)

Mansi Patel, Secretary

Library Board of Trustees