

# 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: June 18, 2014**

**Time: 7:00 p.m.**

**Place: Horizon Room**

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## 1. Call to Order

Committee Chair Bonita Berryman-Gilliam called the meeting to order at 7:00 p.m. and led the group in the Pledge to the Flag.

## 2. Roll Call

Present: Trustees Berryman-Gilliam, Jourdan, DeRango, Sheikh, Bailey

Absent: Trustees Johnson, Jeffrey

Also Present: Library Director Susan Westgate, Assistant Director/Head of Youth Services Mary Clemens and Head of Adult Services Laura Hays

## 3. Part-Time Youth Services Librarian Position

The Youth Services Department had an increase of over 50 additional programs this past fiscal year. In addition, they had a large increase in outreach activities both in-house and off-site. To continue to facilitate their efforts to the community and increased customer service, an additional part-time Youth Services Librarian position at 16 hours per week is recommended. This is a non-benefit position. A vacant part-time position in another department of 18 hours per week is not being replaced. The change of moving those allocated hours to the Youth Services Department would not have an impact on the Library's budget. The Committee reached a consensus for a recommendation to approve the position.

### Executive Session:

At 7:04 p.m. Trustee Bailey made a motion to go into Executive Session for the discussion of employment and compensation change for specific employees under Open Meetings Act 5ILCS 120/2 (c) (1), seconded by Trustee Sheikh. Motion was approved.

Trustees returned to open session at 7:21 p.m.

### Roll Call

Present: Trustees Berryman-Gilliam, Jourdan, DeRango, Sheikh, Bailey

Absent: Trustees Johnson, Jeffrey

There being no further business to come before the Human Resources Committee, the Meeting was adjourned at 7:22 p.m.

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Approved (date)

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Susan Westgate, Library Director  
Human Resources Committee