



490 East Grand Avenue
Wisconsin Rapids, WI 54494
(715) 422-5136
www.mcmillanlibrary.org

Notice of Public Meeting
McMillan Library Personnel Committee
July 10, 2025 at 5:00 pm
McCourt Conference Room

Personnel Committee

Evan O'Day, Chairperson
Andrea Galvan
Karen Schill
Scott Kellogg
Conni O'Keefe
Ron Rasmussen

Notice is hereby given of a meeting of the McMillan Library Personnel Committee to be held in the McCourt Conference Room at McMillan Library, 490 E Grand Ave on July 10, 2025 at 5:00 p.m. The public may attend in person, call into the meeting 1 (312) 626-6799 (access code: 261 293 8727, password: 369900773), or by joining virtually via zoom link: <https://us02web.zoom.us/j/2612938727>

It is possible that half or more of the members of the Library Board, or more than half of the members of a committee of the Board, may be present. This meeting may involve information gathering on matters that may come before the committees or Board at a later time. Therefore, this meeting may constitute a meeting of the Library Board or a meeting of a committee of the Board, and is noticed as such through this notice. No deliberation or action will be taken by any committee or the Library Board at this presentation.

Agenda

1. Call to Order
2. Roll Call
3. Open Meeting Declaration
4. Approve June 10, 2025 Minutes
5. Job Descriptions Update
 - a. Customer Service Associate
 - b. Lead Associate of Library Assistants
 - c. Makerspace Lead Associate
 - d. Tech Services Lead Associate
 - e. Children's Librarian
 - f. Teen Librarian
 - g. Adult/Technology Librarian
6. Items for Next Agenda
7. Adjournment

Please note: With sufficient advance notice, reasonable efforts will be made to accommodate the needs of attendees with disabilities by providing assistance and/or auxiliary aides.