

SCLS Board of Trustees Personnel Committee Minutes
February 6, 2023 9:00 am
SCLS Headquarters
4610 S. Biltmore Lane, Suite 101, Madison, WI 53718

Present:

Joan Honl, Chair
Susan Feith
Nancy Foth
Mary Nelson
Kerrie Goeden, SCLS
Martha Van Pelt, SCLS

1. Call to Order by J. Honl at 9:04

- a. Introduction of guests/visitors: None
- b. Changes/Additions to the Agenda: A discussion of committee attendance and participation was added.

2. Action Items

- a. Review and recommend revisions to the SCLS Employee Handbook
K. Goeden went over the proposed changes and confirmed that the modifications were reviewed by an attorney.
Motion by Nancy Foth, seconded by Mary Nelson to accept all the proposed changes
Vote: Unanimously approved.
The committee will recommend the acceptance of the changes to the full board at their 2/23/2023 meeting. The draft changes will be included in the board packet.

3. Discussion

The committee members had questions about the issue of board member attendance and/or participation in a committee to which they are not assigned and it was agreed that the by-laws need to be reviewed as applied to these situations.

A second issue discussed was whether the open meeting laws apply to performance review meetings. This too will be researched and discussed further.

An in-service on the role of trustees and staff is being arranged by SCLS staff for the board.

The Personnel Committee will meet again to make recommendations to the Bylaws Committee in regard to 1. The Director's review; go into closed session with Personnel Committee discussing the director's review alone and then with the director.

2. Participating in a committee if not a member of the committee.

Moved by S. Feith and seconded by N. Foth

Approved.

4. Adjournment: 10:30