



**PERSONNEL COMMITTEE MEETING  
Met April 12, 2021**

The BDL Personnel Committee met on Monday, April 12, 2021, at 4pm, via Zoom.

BDL Trustees Present: Tom Lowande, Martha Watson.

Others Present: John Rucker, Kimberly Feltner, Jessica Tefft

Board President Jewell was unable to attend, but provided thoughts via email.

The Committee discussed recent retirements from the BDL, which have left two openings, and how to proceed.

The Alganssee Branch Manager position was discussed. Further discussions will be had before hiring begins for this position.

The Children's Services Coordinator position was also discussed. The BDL Management Team proposed that the position be increased to full-time with benefits from its current 35 hours/week, and be made into a district-wide support position, similar to our Teen Services position.

Director Rucker showed how the net effect on the budget would be an increase in personnel costs this year of between \$7,000 and \$18,000, depending on the candidate selected.

The request was also made to add 4 additional hours per week to Coldwater Kids' Place staffing, since moving the Children's Services Coordinator to district-wide would result in somewhat fewer hours providing desk services at the Coldwater Branch. This would require approximately an additional \$2,000 for the remainder of the year.

Both requests can be funded this year from our unassigned fund balance, and will be sustainable in future budgets.

The Personnel Committee discussed and then recommended approving these two changes, provided the Finance Committee was in support.

The meeting adjourned at 4:43pm.

Following this meeting, Director Rucker explained the proposal to the BDL Finance Committee via email. The Finance Committee was unanimous in its support of both requests.

The Personnel Committee recommends that the position of Children's Services Coordinator be made full time with benefits on its current paraprofessional pay scale, and that 4 hours per week be added to staffing for the Coldwater Kids' Place.

Submitted by John Rucker