



PERSONNEL COMMITTEE LIBRARY BOARD OF TRUSTEES MEETING

**Mukwonago Community Library
511 Division Street, Mukwonago, WI 53149
July 16, 2026 at 6:00 PM**

AGENDA

*****UPDATED AGENDA*****

Zoom Link

<https://us02web.zoom.us/j/86521011626?pwd=4RIMFUfN6YPlnOxZZNKDQleg6953Ta.1>

- 1. Call to Order**
- 2. Roll Call and Introduction of Guests**
- 3. Approval of Minutes**
 - 3.1 Approval of September 17, 2024, Library Personnel Committee Minutes as prepared and distributed.
 - 3.2 Approval of November 6, 2025, Library Joint Personnel/Policy Committee Minutes as prepared and distributed.
- 4. Discussion/Action Items**
 - 4.1 Village S.P.A.R.K. Committee - Discussion and possible action on a presentation by Associate Director Katelyn Morrison, the Library's representative on the Village's S.P.A.R.K. Committee, regarding the Committee's activities.
 - 4.2 Revised Job Descriptions - Discussion and possible action on proposed updates to the Adult Services Librarian and Youth Services Librarian job descriptions.
 - 4.3 Library Director Evaluation - Discussion and possible action regarding the process for the Director's annual performance evaluation.
- 5. Referral Items**
- 6. Confirm Next Meeting Date**
- 7. Adjournment**

It is possible that a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note, upon reasonable notice, efforts will be made to

accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Municipal Clerk's Office, (262) 363-6420.