



LAKE GENEVA PUBLIC LIBRARY

Library Personnel Committee Meeting

Date: Thursday, June 5, 2025
Time: 2:00 p.m.
Place: Lake Geneva Public Library
Smith Meeting Room
918 W Main Street
Lake Geneva, WI 53147

Board
Members: Jill Rodriguez (Chair), Dennis Lyon, Barb Dinan, Lynelle Gramm, Nick Vorpapel,
Lori Hartz

Library
Director: Emily Kornak

MINUTES

1. Chair Rodriguez called the meeting to order at 2:00 pm
2. Roll call and introduction of guests: Rodriguez, Lyon, Pennington, Hartz, Vorpapel, Gramm present
3. Overview of upcoming Personnel Committee activities/library needs
 - a. Job descriptions/wage scales/performance evaluations - staff should review their position descriptions this year. Committee to review wage grades and performance evaluation form, also conduct director evaluation in 2025
 - b. Library Policies - Review Library employee handbook addendum (Kornak to send to committee members) and update as needed
 - c. Committee feedback - next meeting focus on wages/compensation and future meeting focus on policy review
4. Meeting adjourned at 2:56 p.m.