LAKELAND LIBRARY COOPERATIVE
PERSONNEL COMMITTEE MINUTES – Official
Thursday, July 11, 2019 at 10:00 a.m.
Kent District Library, Comstock Park, MI

Present: Diane Kooiker (Chair), Mattie Cook (Flat River), John Martin (Loutit) and Carol Dawe (Lakeland)
Absent: John McNaughton (Grand Rapids)

1) **CALL TO ORDER AND ROLL CALL:** The meeting was called to order at 10:01 a.m. by Diane Kooiker.
2) *APPROVAL OF AGENDA:* Mattie Cook moved, supported by John Martin, to approve the agenda as presented - *motion carried.*
3) **APPROVAL OF MINUTES:** Mattie Cook moved, supported by John Martin to approve the Finance Committee minutes from May 9th, 2019 as presented – *motion carried.*
4) **NEW BUSINESS:**
   a) 80/20 Resolution for PA 152: The resolution was reviewed. John Martin moved, supported by Mattie Cook to send the resolution to the Board for approval - *motion carried*
   b) 80/20 Stipend: The proposal for an 80/20 one year only (2019-2020) stipend of $1,300.00 for each insured employee was reviewed. Mattie Cook moved, supported by John Martin to include the stipend in the revised salaries of the FY2019-2020 Operating Budget - *motion carried*
   c) Insurance Opt-out Stipend: The proposal for an Insurance Opt-out Stipend for $160.00 per month ($1,920 annually) per eligible employee was reviewed. John Martin moved, supported by Mattie Cook to send the resolution to the Board for approval - *motion carried*
   d) Vacation Payout Proposal: Due to extenuating circumstances, a one-time payment of $3,175.00 was reviewed. John Martin moved, supported by Mattie Cook to send the resolution to the Board for approval - *motion carried.*
   e) Final Salary**:** Details were reviewed by the committee**.**
5) N**EXT MEETING:** *The committee will meet again in August 2019 to being the annual evaluation of the Cooperative Director.* A Doodle Poll will be forthcoming.
6) **ADJOURNMENT:** Mattie Cook moved, supported by John Martin to adjourn at 10:35 a.m. - *motion carried.*

Respectfully Submitted,

Carol Dawe
Lakeland Cooperative Director