

City of Lake City
Personnel Committee
August 29, 2012
2nd Floor Conference Room
6:15 p.m.

Call to Order

Joel Beckman _____ Matt Powers _____ Mark Spence _____

1. Adopt/amend agenda

Motion _____ seconded _____ to approve/amend the agenda.

2. Approve minutes of the July 19, 2012 meeting

Motion _____ seconded _____ to approve/amend the minutes.

3. Officer Prigge request for consideration regarding lump sum payment

4. Recommend Council approval of updated Library Administrator position description

5. Recommend to council to change current and future library aide's employment status from temporary substitute to part-time effective January 1, 2013

6. Direct staff to prepare a seasonal employee replacement policy for Council review and approval

7. Update on employee handbook

8. Administrative Clerk vacancy status update

9. Miscellaneous discussion

Next meeting date: Sept 20 _____ , 2012

Adjourn

Motion _____ seconded _____ to adjourn at _____ p.m.