

**TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT  
PERSONNEL COMMITTEE MEETING, JULY 30, 2018 7:00 P.M.  
320 E. North Street Elburn, IL 60119  
AGENDA-AMENDED**

1. CALL TO ORDER (**action item**)
2. ROLL CALL
3. ADDITIONS TO THE AGENDA (**action item**)
4. ADOPTION OF THE AGENDA (**action item**)
5. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) (**action item**)
6. PUBLIC COMMENT
7. DISCUSSION OF PART-TIME OUTREACH ASSISTANT JOB DESCRIPTION (**action item**)
8. DISCUSSION OF FULL-TIME OUTREACH COORDINATOR JOB DESCRIPTION (**action item**)
9. DISCUSSION OF PART-TIME TECHNICAL SERVICES CLERK JOB DESCRIPTION (**action item**)
10. DISCUSSION OF HISTORY AND GENEALOGY COLLECTION MANAGER JOB DESCRIPTION (**action item**)
11. EXECUTIVE SESSION TO DISCUSS HIRING PLAN (**action item**).
12. EXECUTIVE SESSION TO DISCUSS AND SET HOURS AND COMPENSATION for the PART-TIME OUTREACH ASSISTANT, THE FULL-TIME OUTREACH COORDINATOR, PART-TIME TECHNICAL SERVICES CLERK(2) and PART-TIME GENEALOGY COLLECTION MANAGER. (**action item**).
13. ADJOURN