



Personnel Committee

Meeting Minutes for
April 4, 2024

1. Call to Order: Chair St.Myers called the meeting of the McMillan Personnel Committee to order at 4:02p.m.

2. Open Meeting Declaration: Chair St.Myers established that this was a public meeting and appropriate public notice with Zoom access was given.

3. Roll Call:

Committee Members:

Andrea Galván
Craig Broeren

Scott Kellogg
~~Karen Schill~~—excused

Elizabeth St.Myers
Evan O'Day

Other Board Members:

~~Emily Kent~~
~~William Clendenning~~

~~Susan Feith~~
~~Kim Heniadis~~

~~Ryan Austin~~

4. Approval of Minutes: Motion by S. Kellogg to approve the Personnel Committee minutes of February 15, 2024, seconded by A. Galván. Motion carried by unanimous vote.

5. Personnel Policies: Elchert reviewed Time Off and Leave Policies;

C. Broeren motions to send the FMLA policy to the full board for approval, S. Kellogg seconds. Motion carried unanimously

S. Kellogg motions to send the Flexibility in Work Schedule policy to the full board for approval, C. Broeren seconds. Motion carried unanimously

C. Broeren motions to send the Funeral Leave Policy to full board, S. Kellogg seconds. Motion carried unanimously.

S. Kellogg motions to send the Holiday Policy to the full board for approval, C. Broeren seconds. Motion carried unanimously.

C. Broeren motions to send the Jury Duty Policy to the full board for approval, S. Kellogg seconds. Motion carried unanimously.

S. Kellogg motions to send the Military Leave Policy to the full board for approval, C. Broeren seconds. Motion carried unanimously.

C. Broeren motions to table the Personal Leave Policy until more information is gathered, S. Kellogg seconds. Motion carried unanimously.

S. Kellogg motions to send the Unpaid Leave Policy to the full board for approval with edits, C. Broeren seconds. Motion carried unanimously.

C. Broeren motions to send the Vacation Policy to the full board with approval, S. Kellogg seconds. Motion carried unanimously.

S. Kellogg motions to send the Voluntary Accrued Vacation/Sick Leave Policy to the full board for approval, C. Broeren seconds. Motion carried unanimously.

S. Kellogg motions to send the Leave of Absence Policy to full board for approval, C. Broeren seconds. Motion carried unanimously.

6. Set Next Meeting Date: May 2 @ 5pm

7. Items for Next Agenda:

8. Adjournment

C. Broeren motions to adjourn, A. Galván seconds. Meeting adjourned at 4:43pm

Respectfully submitted by Claire Parrish, Assistant Director