

FAIRVIEW HEIGHTS PUBLIC LIBRARY

Personnel Committee Meeting

April 13, 2022

4:00 p.m.

- I. Meeting Called to Order by Karie Sheils, Personnel Chair at 4:01 p.m.  
Present: Karie Sheils, Linda Spencer, Carolyn Clark,

**II. Additions to Agenda**

- NONE

**III. Communication from the public** NONE

**IV. Review and discuss youth services assistant job description**

The committee reviewed the edits from the previous meeting to the youth services assistant job description that was presented by the Library Director, Jill Pifer. Further changes were made to the order of the job details as well as further language edits to the wording of the overall job description. The personnel committee felt comfortable moving the document forward to the full board for further review and approval.

ADJOURNMENT 5:05 p.m. CONSENSUS

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Jill Pifer, Library Director