

**Farnsworth Public Library
Meeting Minutes
For Administration and Personnel Committee Meeting
January 26, 2026**

1. Meeting called to order by Debi Schroeder, Chair of Committee at 2:04 PM

2. Roll Call

Present: Amy Peterson, Director, Dee Donlevy, Jay Rietz, Debi Schroeder, Wendy Spice

3. Approval of Agenda

M/S/C W. Spice/ D. Donlevy to approve the agenda for today's meeting.

4. Discussion of Director responsibilities

Amy discussed her current responsibilities.

5. Handbook review and revisions

The Committee re-read through the Farnsworth Public Library Employee Handbook making sure the contents were edited to avoid any repetition of the City of Oconto Employee Handbook.

The Committee agreed that the contents of the Farnsworth Public Library Employee Handbook should be considered as an Addendum to the City of Oconto Employee Handbook. This will be explained to the Board of Trustees at the February meeting. At that meeting, the Board of Trustees will be asked to make a motion to approve the revisions of the handbook and to approve the new title of the handbook.

6. Adjournment 3:49 PM M/S/C by J. Reitz/D. Donlevy