

POLICY TITLE: Purpose of the Personnel Policies

ADOPTION/LAST REVISION: 9-10-96

- A. The purpose of Section 4, of this manual, is to provide for the administration of a system of personnel management and professional methods to govern the recruitment, appointment, promotion, transfer, removal, conduct, discipline, and welfare of employees, and the other aspect of employment with the Marshfield Public Library and to fulfill requirements of federal, state, and local laws governing employment regulations.
- B. The provisions of Section 4 are applicable to all Library employees unless otherwise noted.
- C. If for any reason any part of this personnel policy section of the Marshfield Public Library's Policy Manual is rendered ineffective or set aside, the remainder of the section shall not be affected, and remains valid.
- D. Under the authority of the Marshfield Public Library Board of Trustees, the Library Director's Office is assigned the responsibility of organizing, coordinating, communication, interpreting, and implementing all Library Personnel Policies.

Reference: City Policy 3.010

