



APPLETON PUBLIC LIBRARY
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TO: CITY OF APPLETON HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

FROM: COLLEEN RORTVEDT, DIRECTOR – APPLETON PUBLIC LIBRARY

DATE: MARCH 6, 2020

RE: INFORMATION ON THE LIBRARY TABLE OF ORGANIZATION CHANGE– Safety Supervisor

The Appleton Public Library Board of Trustees approved the attached table of organization change at their February 25 meeting.

Please note that at the recommendation of the City of Appleton’s compensation consultant, the title of the position will be called “Safety Supervisor” rather than Safety Manager as listed on the attached memo dated 2-12-2020. The Library Board will be informed of this update at their March meeting.

I am happy to answer any questions you have regarding this change.