



CALL TO ORDER: at 6:33 p.m.

Present: Trustees Paul LaTour, Matthew Orr, and Katrina Plonczynski

Absent: None

Also present: Executive Director Michaela Haberkern and Human Resources Director Brenda Blough

APPROVAL OF MINUTES OF JANUARY 17, 2024 COMMITTEE MEETING:

Katrina Plonczynski moved and Matthew Orr seconded to approve the minutes of the January 17, 2024 committee meeting.

All in favor, minutes approved.

COMMITTEE MEETING 01-17-2024 MINUTES APPROVED

PUBLIC COMMENTS: None.

MEMBERSHIP POLICY

Michaela reviewed the Membership Policy with the committee as part of the regular policy review cycle. Changes recommended by staff include the removal of the loan period table and the elimination of the parental signature requirement for teens age 14 and up. The loan period table may be considered primarily procedural, and separating it from the policy allows for greater flexibility when new kinds of materials are added. The elimination of the parental signature allows for greater access to materials as young people enter high school. Additionally, the reason for the parental signature was always the need for financial responsibility for lost materials, and as fines have been completely eliminated and replacement fees greatly reduced, the need for a signature is less compelling.

Matthew Orr moved and Katrina Plonczynski seconded to recommend that the full board approve the revised Membership Policy.

Roll call on motion:

Yes: LaTour, Orr, Plonczynski

No: None

Abstain: None

Absent: None

Motion carries

POLICY APPROVAL RECOMMENDED

BOARD BYLAWS

Michaela discussed the Board Bylaws with the committee as part of the regular policy review cycle. Most changes are related to punctuation and capitalization, with a few edits for clarity. In addition, the board president requested some stronger language around attendance at board meetings and a clarification as to how treasurer duties are filled in the event of that officer's absence.

Katrina Plonczynski moved and Matthew Orr seconded to recommend that the full board approve the revised Board Bylaws.

Roll call on motion:

Yes: LaTour, Orr, Plonczynski

No: None

Abstain: None

Absent: None

Motion carries

POLICY APPROVAL RECOMMENDED

PARENTAL LEAVE POLICY

With the approval of a new union contract pending, administration recommends that any expanded benefits in the contract be added to the Employee Handbook, so that union and non-union employees continue to enjoy basically the same benefit package. Michaela reviewed the Paid Parental Leave provision that is included in the new contract, and the committee was pleased to hear that the library recommends offering this benefit to all staff.

Matthew Orr moved and Katrina Plonczynski seconded to recommend that the full board approve the Paid Parental Leave Policy.

Roll call on motion:

Yes: LaTour, Orr, Plonczynski

No: None

Abstain: None

Absent: None

Motion carries

POLICY APPROVAL RECOMMENDED

BEREAVEMENT LEAVE POLICY

The new contract also expands bereavement leave from three days with an additional day if extensive travel is needed to four days with no additional travel day.

Katrina Plonczynski moved and Matthew Orr seconded to recommend that the full board approve the revised Bereavement Leave Policy.

Roll call on motion:

Yes: LaTour, Orr, Plonczynski

No: None

Abstain: None
Absent: None
Motion carries

POLICY APPROVAL RECOMMENDED

ADJOURNMENT

Katrina Plonczynski moved and Matthew Orr seconded to adjourn at 7:01 p.m.
All in favor, meeting adjourned.

CERTIFIED TO BE A TRUE COPY

mh

Chair, Policy and
Personnel Committee