



CALL TO ORDER: at 6:31 p.m.

Present: Trustees Paul LaTour, Matthew Orr, Katrina Plonczynski

Absent: None

Also present: Executive Director Michaela Haberkern

APPROVAL OF MINUTES OF AUGUST 13, 2024 COMMITTEE MEETING:

Katrina Plonczynski moved and Matthew Orr seconded to approve the minutes of the August 13, 2024 committee meeting.

All in favor, minutes approved.

COMMITTEE MEETING 08-13-2024 MINUTES APPROVED

PUBLIC COMMENTS: None.

CUSTOMER BEHAVIOR AND SECURITY POLICY

Michaela reviewed proposed changes to the Customer Behavior and Security Policy, most of which are clarifications and removing language that has been found to be inflammatory. The committee discussed prohibiting alcohol, marijuana, and illegal drugs in the library, and considered tobacco as well. The committee had questions about the advisability of prohibiting photography in the library and asked Michaela to consult the library's attorney.

The committee tabled the policy pending attorney advice.

INTERNET AND COMPUTER USE POLICY

Michaela discussed the Internet and Computer Use Policy as part of the regular policy review cycle. Proposed changes are mostly to do with providing notice that the library is not responsible for the content of the Internet and clarifying the responsibility of parents and caregivers in their children's use of the Internet.

Katrina Plonczynski moved and Matthew Orr seconded to recommend that the full board approve the revisions to the Computer and Internet Use Policy.

Roll call on motion:

Yes: LaTour, Orr, Plonczynski

No: None
Abstain: None
Absent: None
Motion carries

POLICY APPROVAL RECOMMENDED

PROGRAM POLICY

Michaela introduced the Program Policy to the committee. This is a new policy which outlines the selection criteria for library programs and describes the limitations on the library's endorsement and sponsorship of presenters as well as non-library programs held on the premises.

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

Roll call on motion:

Yes: LaTour, Orr, Plonczynski

No: None

Abstain: None

Absent: None

Motion carries

POLICY APPROVAL RECOMMENDED

SICK LEAVE POLICY/BEREAVEMENT LEAVE POLICY

Michaela reviewed these updates to the Employee Handbook to the committee. The proposed changes bring the Employee Handbook into alignment with Illinois law following recent changes.

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

Roll call on motion:

Yes: LaTour, Orr, Plonczynski

No: None

Abstain: None

Absent: None

Motion carries

POLICY APPROVAL RECOMMENDED

POLICY REVIEW SCHEDULE

The committee discussed the next policies up for review and agreed to meet again in January, 2025.

ADJOURNMENT

Matthew Orr moved and Paul LaTour seconded to adjourn at 7:21 p.m.
All in favor, meeting adjourned.

CERTIFIED TO BE A TRUE COPY

mh

Chair, Policy
and Personnel Committee