AURORA PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
POLICY AND PERSONNEL COMMITTEE
MEETING MINUTES
JULY 28, 2026

CALL TO ORDER: at 6:01 p.m.
Present: Trustees Ash Draighean and Joseph Sánchez
Absent: Matthew Orr
Also present: Executive Director Michaela Haberkern and HR Director Brenda Blough

APPROVAL OF MINUTES OF JUNE 16, 2026 COMMITTEE MEETING:
Matthew Orr moved and Joseph Sánchez seconded to approve the minutes of the June 16, 2026 committee meeting.

All in favor, minutes approved.

COMMITTEE MEETING 06-1-26 MINUTES APPROVED

PUBLIC COMMENTS: None.

EMPLOYEE HANDBOOK REVIEW
Brenda reviewed the Social Media Policy, the Introductory/Probationary Period Policy, the Emergency Closings Policy, the Attendance Policy, the Performance Expectations Policy, and the Vacation Time Policy with the committee. The revisions to the Social Media Policy reflect the revisions suggested at the meeting of the full board, including attorney review; and the Introductory/Probationary Period Policy is back with attorney comments as well. Trustees expressed their appreciation for the clarity of the Emergency Closings Policy after the revisions, and liked the friendlier language in the Attendance Policy.

Joseph Sánchez moved and Ash Draighean seconded to recommend that the full board approve the revisions to the Social Media Policy, the Introductory/Probationary Period Policy, the Emergency Closings Policy, the Attendance Policy, the Performance Expectations Policy, and the Vacation Time Policy.

Roll call on motion:
Yes: Draighean, Sánchez
No: None

Abstain: None
Absent: Orr
Motion carries

POLICY APPROVAL RECOMMENDED

POLICY REVIEW SCHEDULE

Michaela suggested that the next meeting be scheduled in September, as staff need a little more time with the AI Policy for the Employee Handbook and for scheduled review of the Community History Collection Development Policy.

ADJOURNMENT

Matthew Orr moved and Joseph Sánchez seconded to adjourn at 6:23 p.m.
All in favor, meeting adjourned.

CERTIFIED TO BE A TRUE COPY

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mh

Chair,
Policy and Personnel Committee