



**AURORA PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
POLICY AND PERSONNEL COMMITTEE
MEETING MINUTES
AUGUST 11, 2022**

CALL TO ORDER: at 6:04 p.m.

Present: Trustees Paul LaTour, Matthew Orr

Absent: Sandeep Londhe

Also present were Executive Director Michaela Haberkern and Human Resources Manager Brenda Blough.

APPROVAL OF MINUTES OF JULY 12, 2022 COMMITTEE MEETING:

Sandeep Londhe moved and Matthew Orr seconded to approve the minutes of the July 12, 2022 committee meeting.

All in favor, minutes approved

COMMITTEE MEETING 07-12-2022 MINUTES APPROVED

PUBLIC COMMENTS: None.

REVIEW OF BENEFITS, PERSONAL LEAVE, VACATION, PAID TIME OFF, AND CALLING OFF

Brenda reviewed the changes recommended at the last meeting.

**REVIEW OF HIRING OF RELATIVES; EMERGENCY CLOSING; SICK TIME; BEREAVEMENT LEAVE; RETIREMENT;
SEPARATION FROM EMPLOYMENT**

Brenda discussed with the committee the topics under review. The committee paid particular attention to the possibilities of conflict of interest in hiring, and suggested that staff consider narrowing the list of relatives. The committee discussed emergency closings and the implications of work from home opportunities.

ADJOURNMENT

Sandeep Londhe moved and Matthew Orr seconded to adjourn at 7:15p.m.

All in favor, meeting adjourned.

CERTIFIED TO BE A TRUE COPY

mh

Chair, Policy and Personnel
Committee