

**FREMONT PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
AD HOC COMMITTEE MEETING – INTERNAL ADMINISTRATIVE PROCEDURES**

An Ad Hoc Committee of the Fremont Public Library District Board of Trustees met on December 5, 2022 in the Board Room to discuss revisions to the library's Internal Administrative Procedures.

1.0 Committee Chair Jodie Nalezny called the meeting to order at 6:00 p.m.

Roll Call:

Committee members present: Chair Jodie Nalezny, Laurie MacKay and Brenda Pathmann

Also present: Board President Steve Hoenig (ex officio) and Scott Davis, Library Director

2.0 Pathmann made a motion to approve the agenda; seconded by MacKay. The motion passed by voice vote.

3.0 Concerns of the Public – none present

4.0 A draft of revised Internal Administrative Procedures was reviewed. Chair Nalezny compared the library's existing policy to a variety samples from other libraries that Director Davis had provided. She felt the library's policy contained all the same important information but was easier to read and lacked the wordiness of some others. Davis will incorporate suggestions from the meeting and present a second draft to the library's attorney for review. The Board as a whole will be presented a final draft at the regular monthly meeting in December.

5.0 Nalezny moved to adjourn the meeting, seconded by Pathmann. The motion passed by voice vote. The meeting adjourned at 6:46 p.m.

Approved 12/15/22

/s/Brenda Pathmann, Secretary