



**AURORA PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
POLICY AND PERSONNEL COMMITTEE
MEETING MINUTES
AUGUST 17, 2021**

CALL TO ORDER: at 6:00 p.m.

Present: Trustees Paul LaTour, Sandeep Londhe, Matthew Orr

Absent: None

Also present was Executive Director Michaela Haberkern

ADDITIONS/CHANGES TO THE AGENDA: None

APPROVAL OF MINUTES OF JULY 22, 2021 COMMITTEE MEETING:

Matthew Orr moved, and Sandeep Londhe seconded to approve the minutes of the July 22, 2021 committee meeting.

All in Favor

Motion Carried

COMMITTEE MEETING 07-22-21 MINUTES APPROVED

PUBLIC COMMENTS: None

NEW BUSINESS:

Policy Review Cycle

Michaela discussed the updated policy review cycle document with the committee and outlined the policies up for review in the next few months.

Rescind Loan Period Policy

Michaela asked the committee to recommend the full board rescind the Loan Period Policy, as the information therein is now contained in the Membership Policy.

Matthew Orr moved, seconded by Sandeep Londhe, to recommend that the full board rescind the Loan Period Policy.

All in Favor

Motion Carried

Rescind Smoke Free Campus Policy

Michaela asked the committee to recommend the full board rescind the Smoke Free Campus Policy as the prohibition against smoking on library property is now contained in the Customer Behavior and Security Policy.

Sandeep Londhe moved, seconded by Matthew Orr, to recommend that the full board rescind the Smoke Free Campus Policy.

All in favor

Motion carried

Customer Behavior and Security Policy

At the last board meeting, members asked the committee to review the prohibition on photography in the library and the service animal provision. Staff consulted the library's general counsel and made suggested changes. Trustee Londhe also suggested an additional revision to the wording in the photography section making it clear that caregivers and not minor customers give consent to photography

Sandeep Londhe moved, seconded by Matthew Orr, to recommend that the full board approve the Customer Behavior and Security Policy as revised.

All in favor

Motion carried

Collection Development Policy

Michaela reviewed minor changes to the policy suggested by the EDI team. The demographic profile will be removed and posted separately, and a specific reference to representation of resident native languages has been added to selection criteria. The committee discussed the policy as a whole and collection practices more generally.

Matthew Orr moved, seconded by Sandeep Londhe, to recommend that the full board approve the Collection Development Policy as presented.

All in favor

Motion carried

Information Services Policy

Michaela reviewed minor changes to the policy suggested by the EDI team. The demographic profile will be removed and posted separately, and proctoring will now be a free service. The committee discussed the potential impact on revenues, which is projected to be minimal.

Sandeep Londhe moved, seconded by Matthew Orr, to recommend that the full board approve the Collection Development Policy as presented.

All in favor

Motion carried

Data Privacy Notice

Michaela discussed with the committee a Data Privacy Notice now required by Apple and Google in order for our app to be available in their app stores. This notice contains statements from our Internet and Computer Use Policy and our Membership Policy, both approved at the last board meeting. This statement does not require board approval at this time.

ADJOURNMENT

Sandeep Londhe moved, and Matthew Orr seconded to adjourn at 6:58 p.m.

All in Favor

Motion Carried

CERTIFIED TO BE A TRUE COPY

mh

Chair, Policy and Personnel
Committee