



Board of Library Trustees Policy Committee
Board Room, Main Library
700 N. North Court, Palatine, IL
August 23, 2018, 10:00 a.m.

Minutes

1. Call to order

Committee Chairperson Debby Brauer called the meeting to order at 10:00 a.m.

2. Roll call

Upon roll call, Trustees Debby Brauer, Jeffrey Westhoff, and Tracy Boland were physically present. Trustee Boland left the meeting at 11:09.

3. Introduction of visitors

Executive Director Jeannie Dilger and Assistant Director for Public Services Melissa Gardner were present. Assistant Director Gardner left the meeting at 11:14.

4. Approval of minutes

The minutes from the July 26, 2018 meeting were approved.

5. Review and discussion of policies and appendices

The committee continued discussion of Policy 5: Financial Management, and discussed Policy 4: Library Administration. Appendix 4C: ALA Trustee Ethics Statement is an outside document (not open for revision).

6. Review and discussion of policy review schedule, and additional policies or policy provisions which need to be addressed

The committee will review Appendix 4A: Role of the Board, Appendix 4B: Role of the Trustees, Appendix 4D: Role of the Director, and Policy 7: Collection Management at the next meeting.

7. Other business

Trustee Boland will roll off the committee once Policy 5 revisions have been approved by the Board.

8. Date for next meeting

The next meeting will be September 27, 2018 at 9 am.

9. Adjournment

Trustee Brauer adjourned the meeting at 11:57 am.

Approved on: 9/27/18

DB Brauer
Trustee

[Signature]
Trustee

Prepared by Debby Brauer