



**Board of Library Trustees Policy Committee**  
Board Room, Main Library  
700 N. North Court, Palatine, IL  
April 10, 2019, 9:00 a.m.

## Minutes

**1. Call to order**

Committee Chairperson Debby Brauer called the meeting to order at 9:07 a.m.

**2. Roll call**

Upon roll call, Trustees Debby Brauer and Jeffrey Westhoff were physically present.

**3. Introduction of visitors**

Executive Director Jeannie Dilger and Human Resources Manager Mary Schaeffer were present.

**4. Approval of minutes**

The minutes from the February 28, 2019, meeting were approved.

**5. Review and discussion of policies and appendices**

The committee discussed Policy 9—Human Resources.

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

The committee will continue to review Policy 9—Human Resources at the next meeting. Policy review schedule was revised: Policy 8 and its appendix will be discussed in May; Policy 2 and its appendices will be discussed in June.

**7. Other business**

None.

**8. Date for next meeting**

The next meeting will be April 25, 2019, at 9 a.m.

**9. Adjournment**

Trustee Brauer adjourned the meeting at 10:43 a.m.

Approved on: 4/25/19

DBrauer  
Trustee

[Signature]  
Trustee

Prepared by Debby Brauer