



**Board of Library Trustees Policy Committee**  
Board Room, Main Library  
700 N. North Court, Palatine, IL  
April 25, 2019, 9:00 a.m.

### **Minutes**

**1. Call to order**

Committee Chairperson Debby Brauer called the meeting to order at 9:04 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, Assistant Director Melissa Gardner, and Human Resources Manager Mary Schaeffer were present.

**4. Public Comment**

None.

**5. Approval of minutes**

The minutes from the April 10, 2019, meeting were approved.

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

The committee continued discussion of Policy 9—Human Resources.

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

The committee will review Policy 8 and its appendix in May. Policy 2 and its appendices will be discussed in June.

**8. Other business**

None.

**9. Date for next meeting**

The next meeting will be May 23, 2019, at 9 a.m.

**10. Adjournment**

Trustee Brauer adjourned the meeting at 11:03 a.m.



Approved on: 5/23/19

Debby Brauer  
Trustee

[Signature]  
Trustee

Prepared by Debby Brauer

