



Minutes

1. Call to order

Committee Chairperson Jeffrey Westhoff called the meeting to order at 9:07 a.m.

2. Roll call

Upon roll call, Trustees Jeffrey Westhoff and Maureen DeRosa were present.

3. Introduction of visitors

Executive Director Jeannie Dilger and Assistant Director Melissa Gardner attended. Human Resources Manager Andrea Aguirre joined the meeting after it had begun.

4. Public Comment

None.

5. Review and discussion of policies and appendices

The committee discussed Policy 4—Library Administration, Appendix 4A—Role of the Board of Library Trustees, Appendix 4B—The Role of the Trustee, Appendix 4C—United for Libraries Public Library Trustees Ethics Statement, and Appendix 4D—The Role of the Executive Director. The committee also discussed the draft for a proposed COVID-19 vaccination policy.

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

The committee plans to review Policy 5—Financial Management at its November meeting and Policy 7—Collection Management at its December meeting.

7. Other business

None.


8. Date for next meeting

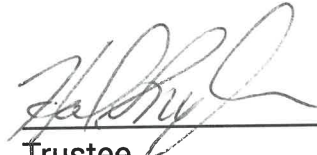
The committee will meet at 9:00 a.m. on Thursday, November 4.

9. Adjournment

Trustee Westhoff adjourned the meeting at 10:26 a.m.

Approved on: 10-19-21


Trustee


Trustee

Prepared by: Jeffrey Westhoff