



Minutes

1. Call to order

Committee Chairperson Jeffrey Westhoff called the meeting to order at 9:33 a.m.

2. Roll call

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

3. Introduction of visitors

Executive Director Jeannie Dilger, Assistant Director Melissa Gardner, and Finance Manager Mary Meyers attended. Member Emilie Cheng also attended

4. Public Comment

None.

5. Review and discussion of policies and appendices

a. Policy 5—Financial Management

The committee discussed and recommended changes to the policy.

b. Policy 8-8 Volunteers

The committee discussed and recommended changes to the policy, including a COVID-19 vaccination requirement.

c. Policy 9-50.8 Emergency Paid Sick Leave

The committee reviewed the policy and recommended extending it to Dec. 31, 2022.

6. Clarification on minor changes to policies

The committee agreed that, when recording a policy to the policy manual following Board approval of that policy, library staff may make minor changes such as correcting punctuation or spelling errors that do not affect the policy's content without referring the policy back to the Policy Committee.

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

The committee plans to review Policy 7—Collection Management as well as Appendix 7A—ALA Freedom to Read Statement, Appendix 7B—ALA Freedom to View Statement, Appendix 7C—ALA Statement on Labeling Systems, and Appendix 7D—ALA Statement on Rating Systems at its January meeting.

8. Other business

None.

9. Date for next meeting

The committee will meet at 9 a.m. Thursday, January 6.

9. Adjournment

Committee Chairperson Westhoff adjourned the meeting at 10:18 a.m.

Approved on: 12-21-21

Jeffrey Westhoff 12/21/21
Trustee

Hal Schuler
Trustee

Prepared by Jeffrey Westhoff