



Board of Library Trustees Policy Committee
Meeting Room 2, Main Library
700 N. North Court, Palatine, IL
February 3, 2022, 9:00 a.m.

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 also attended.

4. Public Comment

None.

5. Review and discussion of policies and appendices

a. Policy 2—Library Cards and Accounts

The committee discussed the proposed policy 2-17 Extended Access, which would allow members to access the branches at certain times when they are not open to the public. The committee recommended that the full Library Board adopt the policy with 16 being the youngest age for members to be granted Extended Access.

b. Bylaws

The committee reviewed and recommended minor changes to the Bylaws.

c. Appendix 0—Rules of Procedure for Public Meetings and Hearings

The committee reviewed and recommended minor changes to Appendix 0.

d. Policy 1—Policy Development

The committee reviewed and recommended minor changes to Policy 1.

e. Appendix 1A—Guidelines for Library Policies

The committee reviewed Appendix 1A. Because there were no changes and because the text originated with the American Library Association, the committee recommended

Appendix 1A not be added to the Board packet for the February 15, 2022, full Library Board Meeting.

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

The committee plans to review Policy 9—Human Resources at its March meeting.

7. Other business

None.

8. Date for next meeting

The committee will meet at 9 a.m. Thursday, March 3, 2022.

9. Adjournment

Committee Chairperson Westhoff adjourned the meeting at 9:50 a.m.

Approved on: February 15, 2022

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Hal Snyder

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Trustee

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Jeffrey Westhoff

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Trustee

Prepared by Jeffrey Westhoff