



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

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**Minutes**

**1. Call to order**

Committee Chairperson Jeffrey Westhoff called the meeting to order at 9:04 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, Human Resources Director Andrea Aguirre, and member Emilie Cheng also attended.

**4. Public Comment**

None.

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

**a. Policy 9—Human Resources**

The committee discussed Policy 9—Human Resources. Executive Dilger said she wanted to reorganize Policy 9 so that similar topics are grouped together and also to reduce redundancies. The committee decided not to present proposed changes to Policy 9 to the Library Board until this is completed.

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

The committee plans to finish reviewing Policy 9—Human Resources and review Policy 2—Library Cards and Accounts at its next meeting.

**7. Other business**

None.

**8. Date for next meeting**

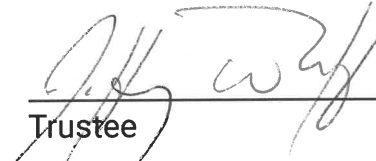
The committee will meet at 9 a.m. Thursday, May 5, 2022.

**9. Adjournment**

Committee Chairperson Westhoff adjourned the meeting at 10:25 a.m.

Approved on: 3-15-22

  
Trustee

  
Trustee

Prepared by: Jeffrey Westhoff