



**Board of Library Trustees
Policy Committee**
Board Room, Main Library
700 N. North Court, Palatine, IL
January 5, 2026, 3:30 pm

Minutes

1. Call to order

Chairperson Sherry called the meeting to order at 3:30 pm.

2. Roll call

Upon roll call, Trustees Joanne Ha, Renee True, and Barbara Sherry were present.

3. Introduction of visitors

In attendance was Executive Director Melissa Gardner, Community Services Director Kathy Burns, and Human Resources Manager Darcy Abreu.

4. Public comment

None

5. Review and discussion of policies

- a. Policy 9—Human Resources was reviewed and changes were approved.

6. Next Policies

- a. Policy 5 – Financial Management
- b. Policy 7—Collection Management

7. Other business

- a. Executive Director Gardner provided two Employment Agreements to the Trustees present.

8. Date for next meeting

The next meeting will be held on February 2, 2026 at 3:30 pm.

9. Adjournment—The meeting adjourned at 4:26 pm.

Approved: January 20, 2026

John Brainerd
Trustee

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Trustee