

Policy Committee Minutes

April 21, 2023

Call to order, roll call

Johnson called the meeting to order at 1:31pm.

Roll call: Johnson-present, Walker-present, Beadle-excused. Also present Jenna Diedrich

Public Comments

None

Approval of August 31, 2022 minutes

Walker moved to approve the August 31, 2022 minutes. Johnson seconded.

Vote: Walker-aye, Johnson-aye

Motion carried.

Approval of January 24, 2023 minutes

Walker moved to approve the August 31, 2022 minutes. Johnson seconded.

Vote: Walker-aye, Johnson-aye

Motion carried.

Computer & Internet Use Policy

Under Internet Access, item d, Walker does not like the word "conduct." Johnson suggests substituting "constitutes" instead.

Under Wireless Internet Access Johnson would like to change "via an open..." to "in an open..." Also in section A change "rights of the library..." to "policies of the library..."

Under Violation of Policy in numbers three and four, Walker would like to change the wording "recess" to "suspension." Johnson agrees. The word "premises" should be added after library, as well. For the fourth incident, Walker would like to read the last sentence from the current policy, which is: "At the end of the six months, the patron must request, in writing, for the suspension to be lifted. The request is to be submitted to the library director."

Johnson moved to recommend the policy with revisions to the board for approval. Walker seconded.

Vote: Walker-aye, Johnson-aye.

Motion carried.

Donation Policy

Under Donation Principles & Guidelines, item number one, Johnson suggests changing "in line with..." to "follow the..."

Under Authority for Implementation Johnson found a grammatical error. The word "give" should be "given."

Walker moved to recommend the policy with revisions to the board for approval. Johnson seconded.

Vote: Walker-aye, Johnson-aye.

Motion carried.

Community Displays & Exhibits Policy

Under Display Cases, Walker suggests changing “small art exhibits” to “small exhibits.” Commenting that not all exhibits are artwork. They could be an assortment of things.

Under Exhibits, Walker suggests changing “artists” to “artists and collectors” for the purpose of including a wider a group of people.

In the Exhibit Contract, Walker suggests removing “artwork” to keep in line with the previous revisions. Should say “artwork or collections.” A grammatical error was also found: “all purchases negations” should be “all purchase negotiations.” The heading in the contract “Artist Statement” should be “Exhibit Statement.”

Johnson moved to recommend the policy with revisions to the board for approval. Walker seconded.

Vote: Walker-aye, Johnson-aye.

Motion carried.

Meeting Room Policy

Walker wanted clarification on “identify alternate options.” Diedrich stated that the library may help find an alternate space in town or see if another space within the library would be acceptable to the person(s) inquiring.

Walker motioned to recommend the policy with revisions to the board for approval. Johnson seconded.

Vote: Walker-aye, Johnson-aye.

Motion carried.

Quiet & Programming Statement

Johnson moved to recommend removal of statement. Walker seconded.

Vote: Walker-aye, Johnson-aye.

Motion carried.

Reference Policy

Johnson found a grammatical error: “When in person and telephone or email...” should read “When in-person, telephone, or email requests...”

Walker moved to recommend the policy with revisions to the board for approval. Johnson seconded.

Vote: Walker-aye, Johnson-aye.

Motion carried.

Security Camera Policy

Johnson moved to recommend the policy as is for board approval. Walker seconded.

Vote: Walker-aye, Johnson-aye.

Motion carried.

Test Proctoring

Walker inquired how often test proctoring is used. Diedrich stated that it is fairly minimal at once per month, but still important to have a policy. This way people can find the information online. Johnson found one grammatical error in the second sentence: “exams may be paper on...” should be “exams may be paper or...”

Walker moved to recommend the policy with revisions to the board for approval. Johnson seconded.

Vote: Walker-aye, Johnson-aye.

Motion carried.

Tutoring Policy

Johnson moved to recommend removal of policy. Walker seconded.

Vote: Walker-aye, Johnson-aye.

Motion carried.

Items for Next Agenda

Social Media Policy

Other policies that are due for review

Bylaws

Adjournment at 2:14pm