

## **Policy Committee Minutes**

October 26, 2023

### Call to order, roll call

Walker called the meeting to order at 11:04 am.

Roll Call: Sprengelmeyer - present, Vanderpool - present, Walker - present. Also present Jenna Diedrich.

### Public Comments

None

### Approval of October 12, 2023 Minutes

Sprengelmeyer moved to approve the October 12, 2023 minutes. Vanderpool seconded. Motion passed unanimously.

### Bylaws

The committee continued to review the draft Bylaws. Article VI of the Bylaws focuses on the library director. Walker inquired whether a yearly evaluation of the library director was necessary. Every other was suggested as an alternative. Diedrich informed the committee that the yearly evaluation is in line with the Standards for Illinois Public Libraries. The committee found it important to stay in compliance with the standards.

In Article VII, Section 1 a grammatical error was found. The word "purpose" was removed from the following sentence: "Written notice of the proposed purpose changes must be distributed to all Trustees a minimum 10 days prior to such meeting."

No changes were made to Article VIII.

Discussion went back to a procedure for public comments. Vanderpool would like to see a procedure created that outlines steps to take if a public comment breaks decorum. Due to previous instances where this has occurred, if the Board has a procedure the Board President can handle situations in a consistent manner. Sprengelmeyer said the procedure should not be a part of the Bylaws but an additional document for reference purposes. The committee requested Diedrich create a procedure. Two pieces to be included are steps for removal and calling a recess in case a citizen does not follow the request to leave the meeting.

Sprengelmeyer moved to suggest the Board approve and adopt the revisions to the updated version of the Bylaws. Vanderpool seconded. The motion passed unanimously.

Items for next agenda

The committee will continue to follow the review schedule.

Walker adjourned the meetings t 11:36am

Respectfully submitted,

Jenna Diedrich

Library Director