



## Policy Committee Meeting

### Minutes

February 15, 2008

The meeting was called to order at 10:10am by Chair Jack Fredrickson

Attending: Chairman Jack Fredrickson, Trustee Johanna Delaney, Executive Director Lynn Elam

Meeting Room/Study Room Policy: The committee continued discussion of the Meeting Room Policy. As a result of board discussion at the January board meeting, the committee agreed to remove the restrictions of meeting room use by for-profit organizations. Trustee Delaney noted that the Meeting Room Policy was in conflict with the current Behavior Policy which stipulates that business activities cannot be conducted in the library.

The committee raised the issue of meetings occurring in the library after closing. Chair Fredrickson remarked that the lack of an outside entrance from the meeting room was prohibitive in allowing after hours use. Fredrickson questioned whether an additional insurance rider needed to be purchased if groups were allowed to use the room after the library closed. Director Elam was asked to speak to village staff on this matter. Fredrickson also asked for additional copies of a letter from the library's risk management agency which addressed the after-hours usage be given to him for the next board meeting.

Elam was further directed to send revisions of the Meeting Room Policy to President Susan Nedza-Lastres for review and comment.

Interlibrary Loan Policy: Revisions of the Interlibrary Loan Policy were presented to the committee. Minor changes in language were noted and Elam was directed to include the revised policy draft in the February board packet with a recommendation for approval.

Trustee Delaney asked that the committee begin review of the Behavior Policy.

There being no further business before the committee, the meeting was adjourned at 11:25am.