

**Glenview Public Library
Bylaws & Policies Committee Meeting Minutes
September 13, 2021
Conference Room 4:00 p.m.**

PRESENT: M. David Johnson Ruth Rosenblum
(Board) Carol Schmitt

PRESENT: Lindsey Dorfman, Library Director
(Staff) Teri Room, Assistant Director
Christine Klimusko, Business Manager

1. CALL TO ORDER AND ROLL CALL

Committee Chair Schmitt called the meeting to order 4:00 p.m. and the roll was called.

2. UNFINISHED BUSINESS

a. Flag Policy Review

Library Director Dorfman prepared a draft of the Flag Policy for the Committee's consideration. Should the Committee agree to recommend the Flag Policy, the policy can be presented to the Board at the September 23, 2021 Board Meeting.

MOTION Moved by Trustee Rosenblum, seconded by Trustee Schmitt, to recommend the approval of the Flag Policy.

Roll call vote taken. Trustee Rosenblum and Trustee Schmitt voted aye. No nays. Trustee Johnson abstained. Motion carried.

b. Update on the EDI Policy

Library Director Dorfman suggested that the Library have an Equity, Diversity and Inclusion at the last Committee Meeting and the management team is working on an EDI Policy. She hopes to have a draft of the policy for the Committee to review soon.

c. Update on Section 3 of the Policy Manual

The Equity, Diversity, and Inclusion Policy will be included in Section 3 of the Policy Manual. Once the Committee completes the review of Section 3 policies, the Committee will be half way through the review of the entire policy manual.

3. NEW BUSINESS

a. Library Card Policy Review

Library Director Dorfman and Head of Material Services Karen Kee have prepared the Library Card Policy presented to the Committee today. The policy is based on the Illinois Local Library Act. Head of Material Services Karen Kee and her team will work on the actual procedure for obtaining a library card. The Library's Attorney has reviewed the policy and meets the legal requirements as stated in the Illinois Local Library Act.

MOTION Moved by Trustee Johnson, seconded by Trustee Rosenblum, to replace the current Library Card Policy with the Revised Library Policy, as amended, and to recommend approval to the Board of Trustees.

Roll call vote taken. Trustee Johnson, Trustee Rosenblum, and Trustee Schmitt voted aye. No nays. Motion carried.

4. OTHER

None at this time.

5. PUBLIC COMMENTS

No at this time.

6. ADJOURNMENT

There being no additional business to be brought before the board, Committee Chair Schmitt requested a motion to adjourn.

MOTION Moved by Trustee Rosenblum, seconded by Trustee Johnson, to adjourn.

The meeting adjourned at 4:20 p.m.

Respectfully submitted,

Carol Schmitt, Committee Chair
Glenview Public Library Board of Trustees
Bylaws & Policies Committee