

**Glenview Public Library Board of Trustees
Bylaws & Policies Committee Meeting
Monday, April 25, 2022
4:00 p.m.
Conference Room**

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 at 4:00 p.m. and the roll was called.

2. UNFINISHED BUSINESS

None at this time.

3. NEW BUSINESS

a. Review Updates to Section 5

The Committee reviewed the policies included in Section 5 of the Policy Manual and made edits as needed. Assistant Director Teri Room presented the new Emergency Operations Policy to the Committee. She explained that the library has an outdated Emergency Manual, but no Emergency Operations Policy in place. The emergency manual is being updated with input from the Security Monitors, the Facilities Team, and in conjunction with the Village, Fire and Police Departments.

Many of the existing policies in Section 5 were deemed obsolete and therefore eliminated from the Policy Manual.

MOTION Moved by Trustee Johnson, seconded by Trustee Rosenblum, to recommend approval of the policies included in Section 5 to the Glenview Public Library Board of Trustees.

Voice vote taken. All ayes. No nays. Motion carried.

4. OTHER

None at this time.

5. PUBLIC COMMENT

None at this time.

6. ADJOURNMENT

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

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

Voice vote taken. All ayes. No nays. Motion carried.

The meeting adjourned at 4:50 p.m.

Respectfully submitted,

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