

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES

BYLAWS & POLICIES COMMITTEE

MEETING MINUTES

September 26, 2024, 4:00 PM
Glenview Public Library
Multipurpose Room

Board Members Present:

Tom Blanchard, Ruth Rosenblum, Kathy Vega

Staff Members Present:

Christine Klimusko – Business & Finance Director, Emily Baker – Administrative Assistant

Staff Members Attending Virtually:

Lindsey Dorfman - Executive Library Director

1. CALL TO ORDER AND ROLL CALL

Committee Chair Rosenblum called the meeting to order at 4:02 p.m. and the roll was called.

2. UNFINISHED BUSINESS

None.

3. NEW BUSINESS

a. Review and approve the recommendation of the new Media Relations Policy

Committee members reviewed and recommended edits to a drafted Media Relations Policy presented by Executive Director Dorfman.

MOTION: Moved by Trustee Vega, seconded by Trustee Blanchard, to approve the Media Relations Policy as amended for recommendation to the Board of Trustees for adoption.

Roll call.

Ayes: Trustees Blanchard, Vega, Rosenblum; Nays: 0. Motion carried.

b. Review and approve the recommendation of the new Paid Parental Leave Policy

Committee members reviewed and recommended edits to a drafted Paid Parental Leave Policy presented by Executive Director Dorfman.

MOTION: Moved by Trustee Blanchard, seconded by Trustee Rosenblum, to approve the Paid Parental Leave Policy as amended for recommendation to the Board of Trustees for adoption.

Roll call.

Ayes: Trustees Blanchard, Vega, Rosenblum; Nays: 0. Motion carried.

c. Review and approve the recommendation for the updated Donations Policy

Committee members reviewed and recommended edits to a draft of an updated Donation Policy presented by Executive Director Dorfman.

MOTION: Moved by Trustee Blanchard, seconded by Trustee Rosenblum, to approve the updated Donation Policy as amended for recommendation to the Board of Trustees.

Roll call.

Ayes: Trustees Blanchard, Vega, Rosenblum; Nays: 0. Motion carried.

d. Review and approve revisions to the Social Media Policy

Committee members reviewed and recommended edits to a draft of a revised Social Media Policy presented by Executive Director Dorfman.

Executive Director Dorfman briefly left the meeting at 4:45 p.m.

Executive Director Dorfman returned to the meeting at 4:46 p.m.

MOTION: Moved by Trustee Vega, seconded by Trustee Blanchard, to approve revisions to the Social Media Policy as amended.

Roll call.

Ayes: Trustees Blanchard, Vega, Rosenblum; Nays: 0. Motion carried.

e. Review and approve revisions to the Patron Behavior Policy

Committee members reviewed and recommended edits to a draft of a revised Patron Behavior Policy presented by Executive Director Dorfman. It was decided to rename this the Library Behavior Policy.

MOTION: Moved by Trustee Blanchard, seconded by Trustee Rosenblum, to approve revisions to the Library Behavior Policy as amended.

Roll call.

Ayes: Trustees Blanchard, Vega, Rosenblum; Nays: 0. Motion carried.

f. Review and approve revisions to the Internet Use Policy

Committee members reviewed and recommended edits to a draft of a revised Internet and Computer Use Policy presented by Executive Director Dorfman.

MOTION: Moved by Trustee Blanchard, seconded by Trustee Rosenblum, to approve revisions to the Internet and Computer Use Policy as amended.

Roll call.

Ayes: Trustees Blanchard, Vega, Rosenblum; Nays: 0. Motion carried.

g. Review and approve revisions to the Holiday Pay Policy

Committee members reviewed drafted revisions to the Holiday Pay Policy presented by Executive Director Dorfman.

MOTION: Moved by Trustee Rosenblum, seconded by Trustee Blanchard, to approve revisions to the Holiday Pay Policy.

Roll call.

Ayes: Trustees Blanchard, Vega, Rosenblum; Nays: 0. Motion carried.

h. Review and approve revisions to the Borrowing Privileges Policy

Committee members reviewed and recommended edits to a draft of a revised Borrowing Privileges Policy presented by Executive Director Dorfman.

MOTION: Moved by Trustee Rosenblum, seconded by Trustee Vega, to approve revisions to the Borrowing Privileges Policy as amended.

Roll call.

Ayes: Trustees Blanchard, Vega, Rosenblum; Nays: 0. Motion carried.

4. OTHER

Executive Director Dorfman will contact committee members to schedule future meetings to review personnel policies.

5. PUBLIC COMMENT

None.

6. ADJOURNMENT

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

MOTION: Moved by Trustee Rosenblum, seconded by Trustee Vega, to adjourn.

Voice vote.

Ayes: 3; Nays: 0. Motion carried.

The meeting adjourned at 5:52 p.m.

Respectfully submitted,

Ruth Rosenblum, Committee Chair
Glenview Public Library Board of Trustees
Bylaws & Policies Committee