

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES BYLAWS & POLICIES COMMITTEE

MEETING MINUTES

November 4, 2024, 4:00 PM

Glenview Public Library

Conference Room

Board Members Present:

Tom Blanchard, Ruth Rosenblum, Kathy Vega

Staff Members Present:

Lindsey Dorfman - Executive Library Director, Georgia Delis – Human Resources Coordinator,
Emily Baker – Administrative Assistant

1. CALL TO ORDER AND ROLL CALL

Committee Chair Rosenblum called the meeting to order at 4:01 p.m. and the roll was called.

2. UNFINISHED BUSINESS

None.

3. NEW BUSINESS

a. Review and recommendation for approval of the following personnel policies:

i. Anti-Harassment Policy

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

ii. Background Check Policy

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

iii. Family and Medical Leave, Including Military Leave Policy

Committee members reviewed and recommended edits to a draft of an updated Family and Medical Leave, Including Military Leave Policy presented by Executive Director Dorfman.

iv. Hazard Pay Policy

Committee members reviewed a drafted Hazard Pay Policy presented by Executive Director Dorfman.

v. Whistleblower Policy

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

MOTION: Moved by Trustee Vega, seconded by Trustee Rosenblum, to approve the above policies as amended for recommendation to the Board of Trustees for adoption.

Roll call.

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

4. OTHER

a. Discuss monthly standing meeting

It was decided to schedule a standing monthly meeting for 4:00 p.m. on the first Monday of each month through May 2025.

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 Vega, seconded by Trustee Blanchard, to adjourn.

Voice vote.

Ayes: 3; Nays: 0. Motion carried.

The meeting adjourned at 5:13 p.m.

Respectfully submitted,

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