

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES BYLAWS & POLICIES COMMITTEE

MEETING MINUTES

January 6, 2025, 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, Christine Klimusko – Business & Finance 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 4:02 p.m. and the roll was called.

2. UNFINISHED BUSINESS

a. Discuss Transgender Policy

It was agreed that gender identity was sufficiently covered by the Library's Anti-Discrimination Policy, and that language used in the proposed Transgender Policy would instead be used for employee training.

3. NEW BUSINESS

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

i. At-Will Statement

Committee members reviewed and recommended edits to a draft of an updated At-Will Statement presented by Executive Director Dorfman.

ii. Equal Employment Opportunity Statement

Committee members reviewed and recommended edits to a drafted Equal Opportunity Statement presented by Executive Director Dorfman.

iii. Employee Elected Benefits Policy

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

The agenda was reordered at this time.

v. Bereavement Leave Policy

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

vi. Sick Leave Policy

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

iv. Weapons in the Workplace Policy

Committee members reviewed a drafted Weapons in the Workplace Policy presented by Executive Director Dorfman.

MOTION: Moved by Trustee Vega, seconded by Trustee Blanchard, 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

None.

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 Rosenblum, to adjourn.

Voice vote.

Ayes: 3; Nays: 0. Motion carried.

The meeting adjourned at 4:48 p.m.

Respectfully submitted,

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