

**VILLA PARK PUBLIC LIBRARY  
POLICY COMMITTEE MEETING  
Minutes  
January 28, 2012**

Call to Order: Hubbard called the meeting to order at 9:30 a.m.

Trustees Present: Dan Hippensteel, Pat Hubbard, Steve Seddon.

Trustees Absent: None.

Also Present: Sandra Hill, Library Director.

Introduction of Visitors: None.

Additions to the Agenda: None.

Public Participation: None.

Customer Service Philosophy/Standards: The Committee finished reviewing the Customer Service Philosophy/Standards and the document will be submitted to the Library Board for approval.

Policy 425: Personnel: Rest Periods and Policy 426: Personnel: Meals: Both policies were reviewed and revisions will be submitted to the Library Board.

Policy 250: Board of Trustees, Electronic Communications Policy: The Committee reviewed the policy as revised by the Library's attorney. The revised policy will be submitted to the Library Board.

Planning of Future Meetings: The committee discussed future policy discussion which will include the Library's Internet Use Policy and drafting a Social Media Policy. The next meeting of the Committee will be Saturday, March 10 at 9:30 a.m.

Adjournment: The meeting adjourned at 10:55 a.m.

Respectfully submitted,

Sandra Hill  
Library Director