

**VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES**  
**POLICY COMMITTEE MEETING MINUTES**  
**Saturday, September 9, 2023 at 9:30 a.m.**  
**Board Room**

**Call to Order:** Koeller called the meeting to order at 9:40 a.m.

**Trustees Present:** Steve De La Rosa, Jennifer Hovanec, Wanda Koeller.

**Trustees Absent:** None.

**Also Present:** Sandra Hill, Library Director; Kandice Krettler, Recording Secretary.

**Introduction of Visitors:** None.

**Public Participation:** None.

**Additions/Revisions to the Agenda:** Hill requested Policy 525, Use of Library Telephone by Patrons and a draft of the Teen Gaming Area Policy be added to the agenda for discussion.

**Policy Discussion:** The committee discussed the following Policies: Policy 101, Statement of Purpose; Policy 320, Use of Credit Cards; Policy 450, Sick Leave; Policy 470, Vacations; Policy 721, Homebound Services; Policy 525, Use of Library Telephone by Patrons; and a draft of a new policy, Teen Gaming Area.

A discussion was held on each policy. Edits will be made and the following policies will be brought to the full Library Board at the September 27, 2023 meeting: Policy 101, Statement of Purpose; Policy 320, Use of Credit Cards; Policy 721, Homebound Services; and Policy 525, Use of Library Telephone by Patrons; and Policy 531, Teen Gaming Area.

Hill will continue work on Policy 450, Sick Leave.

**Planning of Future Meetings:** The next Policy Committee meeting will be held on Saturday, November 11, 2023 at 9:30 a.m. in the Board Room.

**Around the Table:** Hill shared that Monica Harris, the Executive Director of RAILS will be in attendance at the November 29, 2023 Regular Library Board meeting for a tour of our library at 6:45 p.m. and then provide an update on RAILS to the Board at 7:00 p.m.

**Adjournment:** Koeller moved to adjourn the meeting. De La Rosa seconded the motion. The meeting was adjourned at 11:17 a.m.

Respectfully submitted,

Kandice Krettler  
Recording Secretary