

VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES
POLICY COMMITTEE MEETING MINUTES
Saturday, November 11, 2023 at 9:30 a.m.
Board Room

Call to Order: Koeller called the meeting to order at 9:44 a.m.

Trustees Present: Jennifer Hovanec, Wanda Koeller.

Trustees Absent: Steve De La Rosa.

Also Present: Sandra Hill, Library Director..

Introduction of Visitors: None.

Public Participation: None.

Additions/Revisions to the Agenda: Hill requested the committee to review the Organizational Chart.

- **Policy Discussion:** The committee discussed the following Policies: Policy 151, Readers Advisory Services (Revised), Policy 190, Hours of Operation (Revised), Policy 450, Sick Leave (Revised), Policy 454, Drug and Alcohol Abuse (Revised), Policy 470, Vacations (Revised), Policy 568, Patron Conduct (Revised), Policy 568.2, Unattended Personal Property (New).
- 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 November 29 meeting: Policy 151, Readers Advisory Services (Revised), Policy 190, Hours of Operation (Revised), Policy 450, Sick Leave (Revised), Policy 454, Drug and Alcohol Abuse (Revised), Policy 470, Vacations (Revised), Policy 568, Patron Conduct (Revised), Policy 568.2, Unattended Personal Property (New).

Hill will confirm with attorney the edits to the Vacation Leave and the Unattended Belongings policies.

Planning of Future Meetings: There was no discussion.

Adjournment: Koeller adjourned the meeting at 10:45 a.m.

Respectfully submitted,

Sandra D. Hill
Recording Secretary