

**VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES**  
**POLICY COMMITTEE MEETING MINUTES**  
**Saturday, April 13, 2024 at 9:30 a.m.**  
**Board Room**

**Call to Order:** Koeller called the meeting to order at 9:33 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 to Visitors:** None.

**Public Participation:** None.

**Additions/Revisions to the Agenda:** Add Policy 711, Laptop Checkout Policy to the agenda.

**Policy Discussion:** The committee discussed: Policy 190, Hours of Operation; Policy 310, Purchasing Policy; Policy 401, Librarian In Charge: Chain of Command; Policy 472, Holidays; Policy 643, Public Information, Services and Networks; Policy 710, Loan Periods, Renewal Periods, and Limits of Materials; Policy 711, Laptop Checkout Policy; and Policy 756, Non-Resident Library Cards.

All of the policies discussed in this meeting with the exception of Policy 472, Holidays and Policy 756, Non-Resident Library Cards will be brought to the full board at the next regular meeting scheduled for Wednesday, April 24, 2024 with the edits discussed.

A discussion was held on Tuition Reimbursement. Hill will work on drafting a policy for the next Policy Committee meeting, scheduled for Saturday, June 22, 2024.

**Planning of Future Meetings:** The next Policy Committee meeting will be held on Saturday, June 22, 2024 at 9:30 a.m.

**Around the Table:** Koeller shared she saw Guys & Dolls at Drury Lane. Hill mentioned she is looking forward to seeing Beautiful – The Carole King Musical at the Paramount Theater. Hovanec hoped that everyone had a great National Library Week.

**Adjournment:** Hovanec moved to adjourn the meeting. De La Rosa seconded the motion. The meeting was adjourned at 10:48 a.m.

Respectfully submitted,

Kandice Krettler  
Recording Secretary