

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

**Call to Order:** Koeller called the meeting to order at 9:32 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:** None.

**Policy Discussion:**

The committee discussed the following policies: Collection Development Plan; Policy 160: Village of Villa Park Safety Policy (Remove); Policy 320: Use of Credit Cards (Revised); Policy 434: Tuition Reimbursement (Revised); Policy 435: Leave of Absence (Revised); Policy 505: Notary Public Service (Revised); Policy 506: Voter Registration (Remove); Policy 511: Automated Locker Services (Revised); Policy 513: Parking Lot (Revised); Policy 530.1: Registering Patrons for Library Programs (Discussion); Policy 540: Service Animals (New); Policy 720: Holds (Revised); and Policy 723: Outreach Services Policy (New).

Policy 530.1: Registering Patrons for Library Programs was a discussion item and will be revisited in the future. Hill will review Policy 513: Parking Lot, once more with the library's attorney and hopes to have it available for the full board on Monday, November 25, 2024.

The rest of the policies discussed in this meeting will be brought to the full board at the next regular meeting scheduled for Monday, November 25, 2024 with the edits discussed.

**Planning of Future Meetings:** The next Policy Committee meeting will be held on Saturday, January 11 at 9:30 a.m.

**Around the Table:** Hovanec shared it was her wedding anniversary, and Koeller shared how much she enjoyed the Little Mermaid performance at Drury Lane.

**Adjournment:** Hovanec moved to adjourn the meeting. De La Rosa seconded the motion. The meeting was adjourned at 11:31 a.m.

Respectfully submitted,

Kandice Krettler

Recording Secretary

