

VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES
Policy Committee Meeting Minutes
Location: Villa Park Public Library (Board Room)
March 28, 2026 @ 9:30 a.m.

Call to Order: Koeller called the meeting to order at 9:39 a.m.

Trustees present: Jennifer Hovanec, Wanda Koeller, Erin Payton.

Trustees absent: None.

Also present: Sandra Hill, Library Director.

Introduction to Visitors: None.

Public Participation: None.

Additions/Revisions to the Agenda: Hill asked to include Policy 731, Policy 761, and the Deputy Director job description.

Policy Discussion:

The Committee reviewed Policy 710: Loan Periods, 711: Laptop Checkout, 731: Schedule of Fees, and 761: Purging Library Cards. These policies will be brought to the board for approval. The Committee also reviewed the draft of the Deputy Director job description. This job description will be brought to the board for approval. Finally, the Committee discussed policies in the Employee Handbook:

Planning of Future Meetings: The next Policy Committee meeting date will be Saturday, May 9 at 9:30 a.m.

Around the Table:

Adjournment: The meeting was adjourned at 11:03 a.m.

Respectfully submitted,

Sandra D. Hill
Recording Secretary