

MINUTES OF THE MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES PERSONNEL & POLICY COMMITTEE
HELD THURSDAY, SEPTEMBER 10, 2020

This meeting was held remotely via Zoom as authorized by Illinois Executive Order 2020-07,
Section 6 suspending the requirement for in-person attendance.

I. Call to Order/Roll Call

The meeting of the Personnel and Policy Committee of the Board of Trustees of Prospect Heights Public Library District was called to order by Chairperson Kerr at 3:41 P.M.

Roll Call: Present via video conference: Trustees Kerr and Peterson
Absent: None
Also via video conference: Executive Director Todd

II. Approval of Minutes

A. Approval of the minutes for the May 27, 2020 meeting of the Personnel & Policy Committee was tabled without action.

III. Public Comment

None.

IV. Old Business

None.

V. New Business

A. Review Travel Expense Reimbursement policy

The Committee reviewed the Library's Travel Expense Reimbursement policy. There are no changes recommended.

B. Review Identity Protection policy

The Committee reviewed the Library's Identity Protection policy. There are no changes recommended.

C. Review Materials Selection policy

The Committee reviewed the Library's Materials Selection policy. The new draft includes a section on deselection (i.e. 'weeding'). The Committee recommends the full board approve the added section.

VI. Other

VII. Adjournment

There being no further business to be brought before the Committee, the meeting was adjourned at 4:03 P.M.

Respectfully Submitted,

Marianne Kerr
Chairperson, Personnel & Policy Committee