



Minutes

1. Call to order

Committee Chairperson Debby Brauer called the meeting to order at 9:00 a.m.

2. Roll call

Upon roll call, Trustees Debby Brauer and Jeffrey Westhoff were present.

3. Introduction of visitors

Executive Director Jeannie Dilger, Assistant Director Melissa Gardner, and Emilie Cheng attended.

4. Public Comment

None.

5. Review and discussion of policies and appendices

The committee discussed Policy 3—Library Operations, Appendix 3D—Code of Conduct, and Policy 8—Community Relations.

6. Review and discussion of policy review schedule, and additional policies or policy provisions that need to be addressed

The committee plans to review Policy 4—Library Administration, Appendix 4A—The Role of the Board of Library Trustees, Appendix 4B—The Role of the Trustee, Appendix 4C—United for Libraries Public Library Trustee Ethics Statement, Appendix 4D—The Role of the Executive Director, and Policy 5—Financial Management in October.

7. Other business

The committee discussed logistics for the Building Renovation Committee meeting that afternoon, and Trustee Brauer asked for an update on quarantine procedures for returned materials.

8. Date for next meeting

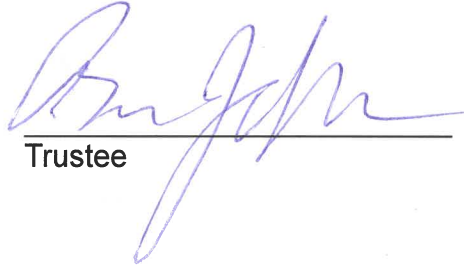
The next meeting will be October 1, 2020, at 9 a.m.

9. **Adjournment**

Trustee Brauer adjourned the meeting at 10:30 a.m.

Approved on: SEPTEMBER 15, 2023


Trustee


Trustee

Prepared by Debby Brauer