

River Forest Public Library  
**Policy Committee Meeting**

**MINUTES**

**Monday, April 21<sup>st</sup>, 2025 at 2:00 pm**

**Present:** Committee members Elan Long, Cathy Ruggeri, and Simon Saddleton. RFPL Director Emily Compton, and Adult & Teen Services Manager Shannon Gruber. Kosha Baxi Carstens was absent.

**Call to Order:** Chairperson Long called the meeting to order at 2:01 pm.

**Minutes:**

1. January 27<sup>th</sup>, 2025 Committee meeting minutes deemed approved.
2. Board Bylaws  
The Committee discussed the responsibilities of the Treasurer as it relates to the budget and the audit. Minor changes were made for clarity.
3. Oversight II. Fiscal Accountability. C. Capital Asset  
Minor changes made for clarity.
4. Staff IV. Staff & Trustee Development  
Minor changes made for clarity.
5. Staff V. Expense Reimbursement  
Minor changes made for clarity.
6. Staff VI. Accidents & First Aid  
Minor changes made for clarity.
7. Staff XI. Infectious Materials  
Minor changes made for clarity.

Next Meeting: The next meeting will be scheduled at a later date.

**Adjournment:** Trustee Ruggeri moved to adjourn the meeting at 3:04 pm. Trustee Saddleton seconded.