

River Forest Public Library
Policy Committee Meeting Minutes
5/29/19

The meeting was called to order at 5:58 pm by Deborah Hill.

In Attendance: Deborah Hill, Elan Long, Jim Hopkinson, Joanna Bertucci, Sue Quinn, Amy Grossman

1. Elan Long made a motion to approve the minutes from the 4/2/19 meeting, and Deborah Hill seconded. The minutes will be posted to the RFPL website.
2. Security Camera Draft Policy: Sue Quinn gave some background information about the creation of this policy. The draft policy was reviewed and edits were made. There were specific questions for the RFPL attorney about sections D and G. The whole draft policy will be sent to the attorney for review.
3. Staff I. Employment: Edits made by Joanna Bertucci were reviewed. Minor edits were made to this policy.
4. Staff II. Tiers and Benefits: Edits made by Joanna Bertucci were reviewed. There were no further edits.
5. Staff III. Leaves of Absence: This policy is currently being reviewed by the RFPL attorney. The committee will revisit the review of this policy in July.

The following policies will be included on the consent agenda for the June Regular Board Meeting:

- Staff I. Employment
- Staff II. Tiers and Benefits
- Security Camera (to be added as Patrons V.) with attorney recommendations

The next meeting will be on July 25 at 6 PM. The policies that will be reviewed are:

- Staff III. Leaves of Absence
- Staff IV. Professional Development
- Staff V. Expense Reimbursement
- Staff VI. Accidents, First Aid, and Unsafe Working Conditions
- Staff VII. Grievance
- Staff VIII. Employee Discipline
- Staff X. Workplace Harassment
- Staff XI. Blood Borne Pathogens

There was a motion to adjourn the meeting at 7:10 pm by Jim Hopkinson and seconded by Deborah Hill.