



**MINUTES OF THE POLICY COMMITTEE
of the BOARD OF TRUSTEES MEETING**

**September 25, 2023
2:00 P.M.**

The Policy Committee of the Board of Trustees of the Morton Grove Public Library met on September 25, 2023, at the Morton Grove Public Library.

An agenda was posted to the Library website 48 hours prior to the meeting.

The meeting was called to order at 2:08 p.m. by Trustee Jost.

Those answering roll call were Trustees Jost and Hussain.

Not Present: Trustee Flores

Also Present: Pam Leffler, Executive Director

PUBLIC COMMENTS – AGENDA ITEMS

There were no members of the public present to address the Policy Committee.

APPROVAL OF POLICY COMMITTEE MINUTES OF MAY 8, 2023

A motion to approve the Policy Committee minutes from May 8, 2023, was made by Trustee Jost and seconded by Trustee Hussain.

Ayes: Jost, Hussain

Absent: Flores

Trustee Flores entered the meeting at 2:10 p.m.

POLICIES UNDER REVIEW

The following policies were reviewed: Computer and Technology Use, Homebound Services, Internet Access, Investment, and Meeting Room.

Computer and Technology Use – clarified consent to use the computers for children under the age of 8 is verbal consent for each instance of use.

Homebound Services – Removed reference to volunteers making deliveries of material; removed reference to “Hot Picks” as we no longer have a Hot Picks collection.

Internet Access – Removed reference to filtering of computers in the Youth Services Department. At one point, internet computers in YS were set up to filter images. Since outsourcing our IT, there has been no filtering of content on any of the Library’s computers. We have had no issues with users in YS viewing inappropriate content.

Investment – Removed reference to the committee conducting a quarterly review of guidelines for investment of cash management funds. The entire Investment Policy is reviewed annually, which the committee felt was appropriate.

Meeting Room – Removed reference to the Cooperman Room as it is no longer available to outside groups.

A motion to recommend approval to the full Board of all policies as presented was made by was made by Trustee Jost. Seconded by Trustee Flores.

Ayes: Jost, Flores, Hussain

POLICY REVIEW SCHEDULE

Executive Director Leffler presented to the Policy Committee her proposal to revise the Policy Committee meeting schedule from four (4) meetings per year to three (3).

A motion to recommend approval to the full Board of the proposed Policy Review Schedule as presented was made by was made by Trustee Jost. Seconded by Trustee Flores.

Ayes: Jost, Flores, Hussain

NEXT MEETING DATE

The next Policy Committee meeting will be scheduled in March 2024, exact date and time still TBD.

PUBLIC COMMENTS – NONAGENDA ITEMS

There were no members of the public present to address the Policy Committee.

Trustee Flores indicated he wanted to add the discussion of using a Consent Agenda to the agenda for the regular Board meeting scheduled for October 12, 2023.

ADJOURNMENT

The meeting was adjourned at 2:30 p.m.

APPROVED:



Chair, Policy Committee

DATE:

