

River Forest Public Library
Policy Committee Meeting

MINUTES

Wednesday, January 31st, 2024, at 2:00 pm

Present: Committee members Deborah Hill, Cathy Ruggeri, and Elan Long. Kosha Baxi-Carstens joined by phone. RFPL Director Emily Compton and Adult & Teen Services Manager Shannon Gruber.

Call to Order: Trustee Hill called the meeting to order at 2:00 pm.

Minutes:

Trustee Ruggeri moved to approve Trustee Baxi-Carstens joining remotely. Trustee Long seconded. The motion was approved unanimously.

1. November 6th, 2023, Policy Committee meeting minutes were approved unanimously.
2. Operations I. Collections Management

Trustee Ruggeri recommended adding specific language to the policy from the Illinois Library System Act, which was amended effective January 1, 2024 to include language protecting the freedom of libraries in managing their collections. Trustees discussed whether the policy should include language from the statute. The Committee decided to include the statutory language to make the standards applied by the Library in collection management more transparent to patrons. Other changes were made to the policy for clarity.

The Committee discussed changes to the Request for Reconsideration of Library Materials form to clarify the basis of a patron's objection to specific material and the action they would like the Library to take. The Committee recommended other changes for clarity.

3. Operations II. Reference Services
4. Staff IX. Computer Use and Internet Access

Trustees recommended changing the name of the policy to Computer Use and Internet Access to be consistent with the Patron Computer Use and Internet Access policy. Other minor changes were made for clarity.

5. Patrons IV. Computer Use and Internet Access
6. Patrons XIV. Volunteers

Director Compton explained that the language of the Volunteer Policy, Volunteer Application, and Volunteer Release and Waiver Agreement has been reviewed by the

Library's attorney. The attorney did not recommend any changes to the policy language. Changes were made to the Volunteer Application and Volunteer Release and Waiver Agreement based on the attorney's recommendations. The Committee also made minor changes to the Policy, Application, and Release and Waiver for clarity. The Committee discussed insurance coverage for volunteers.

Next Meeting: Wednesday, April 3rd at 2:30 pm to discuss Patrons I. Borrowing Privileges, Patrons II. Circulation, Patrons III. Patron Confidentiality, Patrons VII. Exhibits & Displays, Patrons VIII. Community Bulletin Board & Pamphlet Display, and Oversight IV. Indemnification and Insurance.

Adjournment: Trustee Ruggeri moved to adjourn the meeting at 3:13 pm. Trustee Long seconded.