

**River Forest Public Library
Policy Committee Meeting
Wednesday, March 10, 2021
4:00 PM**

The meeting was called to order at 4 pm by Deborah Hill.

In Attendance via Zoom: Deborah Hill, Elan Long, Emily Compton-Dzak, Amy Grossman

1. Deborah Hill made a motion to approve the minutes from the 1/13/21 meeting, and Elan Long seconded. The minutes will be posted to the RFPL website.
2. Patrons I. Borrowing Privileges: Edits were made. This policy will be added to the consent agenda for the April 20, 2021 Board Meeting.
3. Patrons II. Circulation: Edits were made. This policy will be added to the consent agenda for the April 20, 2021 Board Meeting.
4. Patrons III. Patron Confidentiality: Edits were made. This policy will be added to the consent agenda for the April 20, 2021 Board Meeting.
5. Patrons V. Service to Patrons with Disabilities: This policy was discussed. The committee recommended this policy be brought back to the Management Team for staff review in order to add additional information about services that the library provides to patrons with disabilities. This policy will be reviewed at the May 12, 2021 policy committee meeting.
6. Oversight IV. Indemnification and Insurance: The Library's attorney reviewed the proposed policy update and recommended the policy remain as-is. The existing policy will be added to the consent agenda for the May 18, 2021 Board meeting.
7. Board Bylaws: The edits suggested by the Library's attorney were reviewed. The Trustee term limits were updated to reflect 4 year terms. The Bylaws will be added to the consent agenda for the March 16, 2021 Board Meeting.
8. Trustee/Lawyer letter as policy: The committee discussed different ways to include portions of the letter template into existing policy. The recommendation is not to alter existing policy, but to allow Trustees to write a letter that will be kept on file by the Library if they choose to do so.
9. Families First Coronavirus Response Act extension: Edits were made to extend the temporary policy through August 31, 2021. The revised policy will be added to the consent agenda for the March 16, 2021 Board Meeting.
10. Review of policy work schedule: The upcoming policies to be reviewed in the cycle will be from section III. Patrons.

Policies that will be presented at the April 20, 2021 Board Meeting:

- Patrons I. Borrowing Privileges
- Patrons II. Circulation
- Patrons III. Patron Confidentiality
- Serving Our Public 4.0 Chapter 4: Access

Policies that will be presented at the May 18, 2021 Board Meeting:

- Oversight IV. Indemnification and Insurance

The next policy committee meeting will be on May 12, 2021 at 4 PM. The policies that will be reviewed are:

- Patrons V. Service to Patrons with Disabilities
- Patrons VI. Meeting Room
- Patrons VII. Exhibits and Displays
- Patrons VIII. Community Bulletin Board and Pamphlet Display
- Patrons IX. Code of Conduct

Elan Long made a motion to adjourn the meeting at 5 PM, and Deborah Hill seconded.