

Algonquin Area Public Library District
2600 Harnish Drive, Algonquin, Illinois
Board of Trustees Policy Committee Meeting
July 11, 2023
6:30 pm

The Board of Trustees of the Algonquin Area Public Library District Policy Committee met Tuesday July 11, 2023 at 6:30 pm at the Main Library at 2600 Harnish Drive, Algonquin, Illinois.

An agenda was posted at least 48 hours prior to the meeting

Call to Order

The meeting was called to order by Committee Chairperson Vice President Sanchez at 6:34 pm.

Roll Call

Committee Members present: President Taylor, Chairperson Vice President Sanchez, Trustee Iwinski
Treasurer Pelke was absent

Also present: Executive Director Murray and Assistant Director-Operations Husak.

There were no visitors

Approval of Minutes of the January 9, 2023 Policy Committee Meeting

With no further discussion, President Taylor motioned the Approval of Minutes of the January 9, 2023 Policy Committee Meeting and Trustee Iwinski seconded.

Additions to the Agenda

There were no Additions to the Agenda

Policies for Review

Chairperson Sanchez asked if all Trustees were shared the policies for review. Executive Director Murray explained they were shared.

- **Policy 2020: Purchasing**
 - A few minor changes were made to reflect more current language. President Taylor clarified the information is where it needs to be posted. Trustee Iwinski asked if it needs to be in alignment with state guidelines. Executive Director Murray explained that this policy was reviewed by our Attorney last time it went through the Committee and the information follows a statute. Vice President Sanchez asked for clarification about the Emergency Expenditures of \$25,000 and more. Executive Director Murray explained that the Emergency Expenditures of \$25,000 or more can be made only with the approval of the Executive Director and Board President and two other members of the Library Board. As stated in the policy.
- **Policy 3005: Privacy and Confidentiality**
 - A few minor changes were made to reflect more current technology. President Taylor asked if we gather patron information for program registration. A question was asked about Reading History. That is an opt-in choice for our patrons when they register for library cards. That information is available for the patron's access only. A question about Beanstack was asked as well, that is a third party site that has a privacy policy in place.
- **Policy 3023: Lost and Damaged Materials**
 - The change to this policy is in its expectation of the library's ability to replace parts or pieces to sets. President Taylor like the rewording. The new wording clarifies that if a reasonable replacement is available the patron is responsible for that portion or full cost if no replacement is available.

- **Policy 3053: Study Rooms**

- A minor change was made to this policy. The policy requires the adult accompanying a minor to use their name to make the reservation for a room in the Youth Services Department. The policy at the Eastgate Branch is worded slightly different now, once the renovation is complete and both floors have study rooms, it is expected to reflect the same policy for the Main Library policy.

Adjournment

The meeting was adjourned by Chairperson Sanchez by declaration at 6:59 pm.

ATTEST:

Chair

Date