

WILMETTE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
Minutes of the Policy Committee Meeting
Monday, June 7, 2021 at 4:00 pm via Zoom

Committee Members: Trustees Barshis, Nealon, O’Keefe, McDonald (chair)

Committee Members Electronically Present: Trustees Nealon, O’Keefe, McDonald

Committee Members Absent: Barshis

Other WPLD Trustees Present: Trustees Fishman, Riddle, Sommer

WPLD Staff Present: Anthony Auston (Director)

Visitors Present: LWV observer Elizabeth Seager

Meeting Notice. An Open Meeting notice was posted on the WPLD website and calendar, and on the WPLD legal bulletin board at least 48 hours before the meeting.

Meeting Purpose. The purpose of the meeting is to continue the review of WPLD Board policies.

Call to Order and Roll Call. The Committee Chair called the meeting to order at 1:02pm and roll was called.

Public Comment.

None.

Minutes of April 12, 2021 Policy Committee Meeting. Trustee McDonald moved approval as corrected.

Aye – Nealon, O’Keefe, McDonald

Nay – None

Abstain – None

Absent – Barshis

Motion Carried by Committee Members.

Presentations. None.

Discussion Items.

Review of Draft Library Operations and Library Cards and Accounts Policies, and related Appendices.

Director Auston summarized the Library’s policy review procedures and the purpose of reviewing the following policies.

Policy 3, the Library Operations policy, had been previously reviewed on April 12, 2021, and was updated for this meeting with a new section, 3-18 Public Use of Meeting Rooms. Following attorney review, this policy was expanded to include sections on limitations, indemnification, and general regulations, along with a related section in Appendix 4B including Meeting Room Use Fees. Director Auston led the committee through the details of this updated policy and how it works in practice.

Director Auston spoke to the three related Appendices related to Policy 3: Appendix 3A - Hours of Operation; Appendix 3B - ALA Code of Ethics; and Appendix 3C - ALA Library Bill of Rights. The latter two being drawn directly from ALA, and are updates of our prior policy.

Policy 4, the Library Cards and Accounts policy, includes updates to existing policy as well as new sections, including School Library Cards, as well as noting the Library’s “fine free” policy that was

adopted by the Board separately on June 23, 2020. Director Auston and Chair McDonald led the committee through the policy section by section, as well as the related appendices: Appendix 4A - Rules and Restrictions on the Use of Services and Facilities, and Appendix 4B - Schedule of Fees and Charges.

Recommend to the WPLD Board. Trustee Nealon motioned that the Policy Committee recommend approval of the Library Operations and Library Cards and Accounts policies and appendices as presented, with changes noted, and that the policies be brought to the Board for review and approval at the June 15, 2021 Board meeting.

Aye – Nealon, O’Keefe, McDonald

Nay – None

Abstain – None

Absent – Barshis

Motion Carried by Committee Members.

New Business/Old Business. None.

Adjourn the Committee Meeting. Trustee McDonald moved adjournment. Motion Carried by voice vote of Committee Members. The meeting was adjourned at 1:58pm and was recorded.

Lisa McDonald, Chair of the WPLD Policy Committee