



WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559
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westmontlibrary.org

Providing the community with the keys to lifelong learning.

MINUTES OF THE BYLAWS AND POLICY COMMITTEE MEETING FEBRUARY 18, 2020

1) Call to Order

The meeting was called to order at 6:32p.m. by Committee Chair Heather Booth on Tuesday, February 18, 2020 at the Westmont Public Library.

2) Roll Call

Present: Committee Chair Heather Booth, Trustee Elaine Carmichael, Board Secretary Annie Delano, and Board Vice President John Martens

Also Present: Board President Fichtel

Staff present: Director Julia Coen, Assistant Director Brittany Smith, and Administrative Assistant Julie Olsen

3) Pledge of Allegiance

4) Open Forum: None

5) New Business:

a. Review and recommend the Disposal of Surplus Property Policy

Discussion: Trustees discussed the necessity of the phrase 'under such terms or conditions as the Library Board may determine,' in second paragraph under Disposal and Sale of Surplus Property. It was removed.

b. Review and recommend the Exhibits and Displays Policy

Discussion: Coen explained that currently, prices for displayed art work are kept at the circulation desk. The placard with the artist's information on display directs patrons to the circulation desk for price information. The proposed change eliminates this step.

c. Review and recommend the Reference Services Policy

Discussion: Coen stated that the change to this policy has been recommended by the Adult and Youth Services Managers. The one recommended change codifies that tutorial assistance is outside the scope of the library staff.

d. Review and recommend the Collection Development Policy

Discussion: The only change is to remove the phrase 'weed the collection' and replace it with 'remove items.'

e. Discussion of the next Policy Committee meeting review

Discussion: Next scheduled committee meeting will be July, 2020; a meeting may be held in April if needed.

6) Adjournment:

Motion: Carmichael moved to adjourn at 6:50p.m., Delano seconded.

**All in favor
Motion passed**

Respectfully submitted,

**Annie Delano
Westmont Public Library Board of Trustees, Secretary**