



WESTMONT PUBLIC LIBRARY

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westmontlibrary.org

Providing the community keys to lifelong learning

BY-LAW & POLICY COMMITTEE MEETING JANUARY 21, 2014

MINUTES

The By-Law & Policy Committee Meeting was called to order at 6.02 p.m. by Committee Chair, Jason Fichtel, on Tuesday, January 21 at the Westmont Public Library.

Roll Call:

Present: J. Fichtel (Chair), E. Carmichael, J. Martens and A. Porter

Also present: J. Coen, Interim Director, T. Barry, Administrative Assistant, A. Behm, Adult Service Coordinator and trustee candidate Kerry O'Connor

Pledge of Allegiance:

Review and recommend the Collection Development Policy:

Coen reported that she worked with Kate Buckson and other selectors to refine the policy and the draft she was presenting was primarily condensed.

Coen explained that in the final version The Library Bill of Rights, The Freedom to Read Statement and The Freedom to View Statement would be hyperlinked within the policy accordingly. Fichtel submitted nominal grammatical change suggestions to Coen. Carmichael asked if both the words Mission and statement should be capitalized. Fichtel suggested deferring to Kate Buckson for confirmation of what was in line with the new style guide. Carmichael suggested Coen include more details under the re-consideration of library materials such as adding the procedure back in. Coen explained that she had condensed the procedure within the policy. Porter said the new policy was more directional. However, an additional note at the bottom of the form might be helpful such as indicating that the person requesting the re-consideration would receive a written response from the Director of the library. Subsequently, that letter would state that should the patron remain dissatisfied the next step would be the patron writing to the Board President.

Review and recommend the Library Use and Conduct Policy:

A recommendation from legal counsel at RAILS was to add wording in light of concealed carry. Coen said she would confirm precise wording with WPL attorneys, Klein, Thorpe & Jenkins.

Discussion of the Policy index and recommend next revision assignment:

Fichtel reported that the Exhibit and Display policy was amended in January 2013 and approved in February 2013. Coen will investigate and report back.

Porter was interested in revisiting the meeting room policy to afford some margins to local non-profit organizations by letting them use the room for free. Fichtel suggested tabling the matter until the next policy meeting.

Carmichael moved to adjourn at 6:29 p.m. Fichtel seconded. All in favor.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jason Fichtel', written in a cursive style.

**Jason Fichtel
Secretary**

Westmont Public Library Board of Trustees