



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 POLICY AND BYLAWS COMMITTEE MEETING OF THE LIBRARY BOARD

JANUARY 15, 2019

1. Call to Order

The meeting was called to order at 6:03pm by committee Chair Heather Booth on Tuesday, January 15, 2019 at the Westmont Public Library.

2. Roll Call

Committee Present: Trustee Heather Booth, Trustee Elaine Carmichael, Vice President John Martens

Absent: Trustee Rajesh Parikh

Board Present: Board President Jason Fichtel

Staff present: Director Julia Coen, Assistant Director Brittany Smith, and Administrative Assistant Theresa Barry

3. Pledge of Allegiance

4. Open Forum

a. **Public:** None

b. **Board:** None

5. New Business

a. Review of the Review of the Borrower Registration Policy

Discussion: Smith shared a draft with some minor changes. In the reciprocal borrowing section the cards will be valid for one year or until the expiration of the reciprocal borrower's card at his/her home library, whichever is earlier. SWAN enacted this change in accordance with their agreement with Chicago Public Libraries. Coen explained the Westmont business section is in accordance with Illinois State law. Both the property owner and business owner may have library cards.

b. Review of the Volunteer and Community Service Policy

Discussion: Coen explained there were no recommended changes at this time.

c. Review of the Public Use of the Internet Policy

Discussion: Coen explained that Alea had done considerable research on what other area libraries and schools do to provide teens with access to the internet. Most other area libraries do not limit internet access or require a guardian's consent. The committee agreed to recommend that internet access be provided to those in 6th grade and higher. Those in 5th grade or younger would need a guardian's consent. Martens suggested using the word "minor" instead of the word "teen" to clarify that 18 and 19 year olds may have access without a guardian's consent.

d. Review of the Ethics Act Resolution

Discussion: Coen explained that the Board had previously reviewed this resolution but did not approve it since it's not required.

e. Discussion of the next policy revision assignment for April 2019

Discussion: Coen recommended we develop an Expense Reimbursement Policy. Coen will work with Brittany and Management Association to draft this. Smith suggested the committee review the Makery Collection policy. Booth suggested the committee review the Interlibrary Loan Policy.

6. Adjournment

Motion: Martens moved to adjourn at 6:19pm, Carmichael seconded.

All in favor

Motion passed

Respectfully submitted,

Theresa Barry on behalf of Annie Delano, Secretary