



## WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559

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*Providing the community with the keys to lifelong learning.*

### MINUTES OF THE POLICY COMMITTEE MEETING

SEPTEMBER 19, 2023

#### 1) Call to Order

The meeting was called to order at 6:01 p.m. by Policy Committee Chairperson Heather Booth on Tuesday, September 19, 2023 at the Westmont Public Library.

#### 2) Roll Call

**Present:** Secretary Heather Booth, Vice President Elaine Carmichael, Trustee Beth Krotiak, Trustee Joanne O'Malley

**Also Present:** President Jason Fichtel

**Absent:**

**Staff present:** Director Julia Coen, Assistant Director Colleen Seisser, Administrative Assistant Michelle Mahlan

#### 3) Pledge of Allegiance

#### 4) Open Forum:

- a. **Public:** None
- b. **Board:** None
- c. **Director:** None
- d. **Staff:** None

#### 5) New Business

##### a. Discussion of the Paid Leave for All Workers Act

**Discussion:** Coen stated that Illinois recently passed the Paid Leave for All Workers Act that goes into effect on January 1, 2024. The Department of Labor has yet to provide their written guidance but HR Source has recommended that we start discussion on how to comply. The Board discussed the pros and cons of amending our vacation or personal time policies and the differences of accrual versus front loading. Colleen and Julia will be attending webinars/meetings on the topic and will bring back information to the Board.

##### b. Review the Rules for Electronic Attendance at Board Meetings

**Discussion:** Coen noted that the Open Meetings Act was recently amended to allow a trustee to attend a board meeting electronically if the reason is due to unexpected child care obligations. The proposed amendment to the rules reflects the changes in the law.

##### c. Review the Victims' Economic Security and Safety Act (VESSA) Leave Policy

**Discussion:** Coen noted that there was an update to the law to expand who is eligible for the leave and for how many days. The proposed amendment to the policy reflects the changes in the law.

**d. Review the Employee Blood and Organ Donation Leave Act Policy**

**Discussion:** Coen noted that there was an update to the Blood Donation Act to add leave for organ donation as well. The proposed amendment to the policy reflects the changes in the law.

**e. Review the Family Bereavement Leave Act Policy**

**Discussion:** Coen noted that there was an update to the Family Bereavement Leave Act that we formally called compassionate leave in our personnel policy. The law now extends leave for the loss of a child due to homicide and suicide. The proposed amendment to the policy reflects the changes in the law.

**f. Discussion of the next Policy Committee meeting review**

The next meeting of the Policy Committee will be held in January and we will review the Exhibits and Display Policy and the Public Use of the Internet Policy.

**6) Adjournment:**

**Motion:** O'Malley moved to adjourn at 6:29 p.m., Krotiak seconded.

**All in favor**

**Motion passed**

**Respectfully submitted,**

**Heather Booth**

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