

New Lenox Public Library District Board of Trustees Meeting

120 Veterans Parkway, New Lenox, Illinois

October 9, 2023

Policy Committee Meeting - 6:30 pm



MINUTES

The meeting of the New Lenox Public Library District Board of Trustees Policy Committee was called to order at 6:31 pm by Trustee Cari Didion on Monday, October 9, 2023 at the New Lenox Public Library, 120 Veterans Parkway, New Lenox, Illinois.

Trustees Present at the Library Building: Cari Didion, Colette Loecke, Erin Moncek, Terry Nolan, Alex Vancina

Absent: None

Staff present: Executive Director: Michelle Krooswyk; Assistant Director: Shalyn Rodriguez

Audience to Visitors

- None

New Business

- Review recommended updates to
 - A. General Policy 308 & 410: Routine Banking Procedures – Executive Director Krooswyk explained a policy update that allows for invoices to be paid in a more efficient manner. This change is up for approval at the regular Board Meeting.
 - B. General Policy Section 300: Collection Guidelines – This policy was reviewed due to recent questions about book bans and how the Library responds. If patrons have concerns about materials, they can fill out a “Request for Reconsideration” form.
 - C. Paid Leave for All Workers Act – The process for incorporating this new state law was shared with Trustees.
 - D. Personnel Policy 203: Proposed changes were discussed to provide sick time to part time staff.
 - E. Personnel Policy 207: Updating Child Extended Bereavement Leave with updated legal language.
 - F. Personnel Policy 301C: Dress code policy section will be updated to ensure staff continue to dress professionally according to their daily responsibilities.
 - G. Disaster Preparedness Plan was reviewed with proposed changes to incorporate recent events with chat bomb threats to local libraries.

Adjournment

- Trustee Didion adjourned the Policy Committee meeting at 6:58 pm.

Respectfully Submitted,

Michelle Krooswyk

Executive Director/Recording Secretary