

# New Lenox Public Library District Board of Trustees Meeting

120 Veterans Parkway, New Lenox, Illinois

10/2/2024

Policy Committee Meeting – 7:00 pm



## MINUTES

The meeting of the New Lenox Public Library District Board of Trustees *Policy Committee* was called to order at 7:00 pm by Trustee Erin Moncek on Wednesday, October 2, 2024 at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois.

Trustees Present at the Library Building: President Alex Vancina, Secretary Erin Moncek, Trustee Cari Didion, Trustee Colette Loecke

Absent: Vice President Michelle Monbrod, Treasurer Edward Tatro, Trustee Terry Nolan

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

### Audience to Visitors

None

### New Business

- The purpose of this meeting is to discuss updates to General and Personnel Policies.

### Discussion

- General Policy 203 - Patron Behavior Policy
- General Policy 205 – Hours
- General Policy 206 - Circulation Policy
- General Policy 209 – Confidentiality
- General Policy – 210 Photographing & Recording Policy
- General Policy – 220 The Studio Policy
- General Policy – 301 Parameters & Priorities of the Collection
- Personnel Policy – 111 Open Door Communications & Problem-Solving Policy
- Personnel Policy – 202 Holidays & Library Closings
- Personnel Policy – 203 Leaves of Absence
- Personnel Policy – 205 Vacation
- Personnel Policy – 208 Compassionate Leave Policy
- Cards For Kids Act – no current policy discussed adding
- Security Camera Policy – no current policy discussed adding

### Adjournment

Policy Committee Chair Erin Moncek declared the meeting be adjourned at 7:55 pm.

---

Respectfully Submitted,

Melissa Seaberg

Recording Secretary/Administrative Coordinator