

## Policy & Bylaws Committee Meeting Minutes from October 11<sup>th</sup>, 2023

Kathy Wolz began the meeting at 12:03pm. Stacy Lane, Adam Criblez, Jessica Hill, Red Redinger, and Katie Earnhart were in attendance.

The committee meeting was called to discuss a few policies to determine if changes needed to be made.

### Library Policy:

1. Collection Management Policies: The board discussed these policies based on input received from the public at their September Board of Trustees meeting. The Materials Selection Policy was recently amended (June 2023), so the committee did not feel the policy needed modification. However, there was discussion around the time frame in which a decision stands from the Materials Selection Committee as part of the Request for Reconsideration Policy. After discussion, it was decided not to change the policy but to ask the Director to be sure to clearly communicate with a patron who submits a request for reconsideration that already has a standing decision within the two-year time frame that they will need to resubmit after the two years is over if they wish for the title to be reconsidered. This would require the communication to list the date on which the title was first reviewed.

### Board Bylaws:

1. Public Communication with the Board of Trustees: The board also wanted to review this policy in light of public comments at the September 2023 Board of Trustees meeting. There was desire to amend language surrounding the amount of time allowed. During the discussion, it was discovered that the policy listed on the website (December 2021) was not the most current version (March 2023). Katie will upload the most current version of the policy that has the following wording removed. *“At the discretion of the Chair, and if time allows, a speaker may be granted additional time to finish a presentation. If a large number of people are present to comment on the same topic, the Board President may ask or require them to select a spokesperson for the group. In addition, the Board may adjust the total time for comment and/or may reduce the time allotted for each speaker.”*
  - a. This clerical error will be mentioned at the next Board of Trustees meeting for transparency.
2. Timing of Board Meetings: Board bylaws do not specify a date for which board meetings will be held. This means that the policy committee does not need to present anything to the full board for approval. However, it was recommended that meetings be moved to later in the month to provide more timely reports to the board. Red will present this to the board at the next board meeting.

There was no action taken by the committee after discussion. The meeting adjourned at 1pm.