

# **BPL – Policy Committee Minutes**

**Thursday, January 12, 1:00pm**

## **1. Call to Order**

*The committee meeting was called to order by Chairperson DeFord at 1:04pm.*

*Present: Trustees DeFord and Williams; Director Cox, Assistant Director La Barbera.*

*Intern Payton Frens was also present (observing).*

*The committee briefly discussed the Board Bylaws (2022) in relation to better codifying the appointment process for board vacancies. The committee agreed to briefly discuss this at the January 25, 2023 meeting for Board comments prior to committee revisions.*

*Chairperson DeFord asked that a copy of the updated tracking document related to policies be included in the materials distributed prior to the January 25, 2023 meeting to facilitate committee reporting/plans for 2023.*

## **2. Policy Review: Public Relations Policy**

*The committee reviewed the existing Public Relations Policy (2/2020). The following edits were made:*

- First item under ‘Procedures’ to read “Local media, social media, and the Library’s website shall be utilized to keep the public informed about the Library’s materials, programs, and services.”*
- Seventh item under ‘Procedures’ to read “The Library will work closely with the Friends group to promote the visibility of programs and services in the community.”*

*The committee confirmed that the revised policy is ready to be placed on the January 25, 2023 meeting agenda for Board action.*

## **3. Policy Review: Child Protection Policy**

*The committee reviewed the existing Child Protection Management Policy (11/2018). The Director explained that this policy was originally drafted by and put in place upon the recommendation of IRMA. The committee discussed the policy, and agreed that a more concise, library-specific alternative is to be considered as a replacement. The committee agreed that some form of child abuse education should be added to the library hiring/training process already in place. The committee will author a draft replacement for Board consideration at a future meeting and no action is needed by the Board at the January 25, 2023 meeting.*

## **4. Adjournment**

*The meeting was adjourned at 1:55pm.*