

# BPL – Policy Committee Minutes

Monday, January 31<sup>st</sup> 11:00am

## 1. Call to Order

*The meeting of the Policy Committee was called to order by Chairperson DeFord at 11:05am.  
Present: Trustee DeFord, Trustee Kovacik, Director Cox, Assistant Director La Barbera.*

## 2. Board Bylaws

*The committee briefly reviewed section 5.05 of the draft Bylaws as reviewed at the January 26, 2022 regular board meeting. The committee agreed to suggested additional language: “Note: 5 ILCS 120/7e allows for remote participation by Trustees under certain emergency circumstances.”. The committee will bring the draft including this addition for a final vote at the February 23, 2022 regular meeting.*

## 3. Policy Review: Reference and Readers’ Advisory Policy

*The committee reviewed the existing Reference and Readers’ Advisory Policy. The follow edits were made:*

- *Addition of ‘religion’ and ‘politics’ to list of protected classes under Ethics and Standards*
- *Typo fix in second paragraph of Ethics and Standards*
- *Typo fix in second paragraph of Availability of Service*

*Given the proposed modifications do not constitute a substantial change, the committee agreed to bring this draft to a singular vote of approval at the February 23, 2022 regular meeting.*

## 4. Policy Review: Collection Development Policy

*The committee reviewed the existing Collection Development Policy. The following edits were made:*

- *Typo fix under Public Internet Access*
- *Language under Textbooks to be abbreviated.*

*Given the proposed modifications do not constitute a substantial change, the committee agreed to bring this draft to a singular vote of approval at the February 23, 2022 regular meeting.*

## 5. Discussion: Loan Rules, Fines

*The committee began the conversation regarding a move to a fines-free format. Of note in that discussion were:*

- *Items potentially exempt from fines-free status*
- *Existing loan rules for various item types*
- *Food-for-fines and similar opportunities for fine forgiveness at the library*
- *A ‘block’ timeframe where privileges would be suspended vs. a ‘replacement’ timeframe where overdue items would no longer be returnable by a borrower*
- *Area libraries already fines-free and rates of return experienced by those libraries*
- *How overdues and replacement costs may impact borrows and library use*

*The committee determined that they will continue to gather data related to a change to a fines-free format. The topic will be raised at a future board meeting in order to solicit input from other members.*

## 6. Adjournment

*The meeting was adjourned at 12:01pm by Chairperson DeFord.*