

BPL – Policy Committee Minutes

Thursday, March 9, 1:00pm

1. Call to Order

The meeting of the Policy Committee was called to order by Chairperson DeFord at 1:02pm.

Present: Trustee DeFord, Assistant Director La Barbera, Director Cox.

Absent: Trustee Williams.

2. Policy Review: Child Protection Policy

The existing Child Protection Policy was reviewed by the committee. It was agreed that the committee would redevelop a draft replacement using revised versions of the following broad sections found in the existing policy (in order to simplify and clarify the document):

- *Reporting Suspected Child Abuse or Sexual Misconduct*
- *Hiring & Screening, Background Checks*
- *Code of Conduct for Staff for Minor-Related Activities*
- *Citizen Awareness and Involvement*

The committee discussed adult/caregiver attendance at youth-oriented programming. The committee also discussed ensuring that the eventual draft properly references other existing policy (such as the Patron Use Policy), and that language in those policies may need to be revised to clarify topics such as unattended children.

The committee intends to have a draft ready in the coming weeks, with possible Board review coming as soon as the April 26, 2023 monthly meeting.

3. Policy Review: Collection Development Policy, Addition/Removal Request Form

The committee reviewed two alternative request forms and determined that having one form (for both requested additions as well as requested removals) was the best fit for the library. The existing Collection Development Policy was reviewed, and language will be adjusted to reflect this form. The committee agreed that motion to accept a draft of the revised Collection Development Policy should be placed on the agenda for the March 22, 2023 regular meeting.

4. *The Committee briefly continued the conversation begun at the January 25, 2023 monthly board meeting regarding revisions to the Board Bylaws to further clarify the appointment process. The committee reviewed potential changes to that language, and will share these changes with the Board at the March 22, 2023 regular meeting with action planned for the April 26, 2023 meeting.*

Finally, the committee discussed reviews of a new Lost & Found Policy as well as a revised Donation Policy. These will both be introduced to the committee at a later date.

5. Adjournment

The meeting of the Policy Committee was adjourned by Chairperson DeFord at 1:53pm.