

**MINUTES OF THE POLICY COMMITTEE MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE PALATINE PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS, HELD AT THE PALATINE PUBLIC LIBRARY, 700 N. NORTH COURT, PALATINE, IN SAID DISTRICT AT 9:30 A.M. ON AUGUST 20, 2009.**

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**CALL TO ORDER**

The meeting was called to order at 9:40 a.m.

**ROLL CALL**

Upon roll call, Trustees Jensen and Schersten and Director Strunk were physically present.

**INTRODUCTION OF VISITORS**

There were no visitors present.

**APPROVAL OF MINUTES**

The minutes for the meeting of July 16, 2009 were approved with the correction of one typo.

**REVIEW OF BOARD FEEDBACK REGARDING NEW PROPOSED POLICY #4: LIBRARY ADMINISTRATION; DISCUSSION OF POLICY #6: BUILDING MANAGEMENT AND PROPOSED NEW FINANCE POLICY PROVISION: PURCHASING**

The committee received input from 2 Trustees. It was agreed that two Trustees did not need to be present when dealing with the lock box and that the phrase "as delegated by the Board" was appropriate where added. Policy #4 will be placed on the September 9, 2009 meeting agenda for potential approval.

The committee reviewed Policy #6 and will propose changes and additions on the September 9, 2009 meeting agenda for potential approval.

The committee discussed potential provisions for a purchasing policy. The Trustees will review the sample provided by Director Strunk and will discuss again at the next policy committee meeting.

**DISCUSSION OF ADDITIONAL POLICIES OR POLICY PROVISIONS WHICH NEED TO BE ADDRESSED AND THE POLICY REVIEW SCHEDULE**

The committee will discuss a reference policy, purchasing policy and group study room policy at the next meeting.

**OTHER BUSINESS**

The Board Bylaws need to be reviewed. The committee will discuss this process at the next meeting.

**NEXT POLICY COMMITTEE MEETING DATE**

The next meeting of the Policy Committee is scheduled for 1:30 p.m. on Thursday September 24, 2009 in the Director's office at the Main Library.

**ADJOURNMENT**

The meeting adjourned at 11:06 a.m.

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