

PALATINE PUBLIC LIBRARY DISTRICT  
POLICY COMMITTEE  
Main Library, 700 N. North Court, Palatine, IL  
March 30, 2010, 9:30 a.m.

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## Minutes

### **CALL TO ORDER**

The meeting was called to order at 9:35 a.m.

### **ROLL CALL**

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

### **INTRODUCTION OF VISITORS**

There were no visitors present.

### **APPROVAL OF MINUTES**

The minutes for the meeting of February 23, 2010 were approved as presented.

### **REVIEW TRUSTEE FEEDBACK REGARDING PROPOSED NEW PURCHASING POLICY**

The committee reviewed the Purchasing Policy draft and made additional changes to the original draft. Trustee feedback provided at the regular meeting of the Board on February 10, 2010 had already been incorporated into the draft. Director Strunk will incorporate changes discussed at this committee meeting and will email to the Board as soon as possible.

### **DISCUSSION OF POLICY 8: COMMUNITY RELATIONS**

The committee reviewed the remainder of policy 8 as the provision 8.8 related to meeting room use has already been addressed. The provision pertaining to displays was discussed at length. The committee will continue to review Policy 8 at the next meeting.

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

The committee discussed Procedures for Homebound Services. These procedures need to be formalized within an actual policy. The committee will continue to look at Homebound Services at the next meeting.

**OTHER BUSINESS**

Trustee Barnes requested that the policy committee add an Interlibrary Loan Policy and Rules of Procedures for Public Comment at Meetings to the list of items requiring policy creation. We verified that Appendix 13 defines the meaning of a valid library card.

**NEXT POLICY COMMITTEE MEETING DATE**

The next meeting of the Policy Committee is scheduled for 9:30 a.m. on Tuesday, April 27, 2010 in the Director's office at the Main Library.

**ADJOURNMENT**

The meeting adjourned at 11:40 a.m.

Submitted by,  
Susan Strunk, Library Director

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