

**Red Feather Mountain Library District**  
**Policy Committee Meeting Minutes**  
March 28, 2018 – 8:30AM

Call to order at 8:35 am

Members present: Zen Raczkowski, Marleila Springer, Lynn Wartgow, Claudia O'Neil, and Creed Kidd.

Lynn Wartgow moved to approve the February 2018 Minutes as revised, Claudia O'Neil seconded. Motion carried.

The Committee reviewed the Library's Emergency Closing Policy with Creed's corrections. Marleila Springer moved to send the policy to the Board as corrected. Zen Raczkowski seconded. Motion carried.

The Committee reviewed the Book and Material Donation Policy. Lynn Wartgow moved to send the policy to the Board for approval, Claudia O'Neil seconded. Motion carried.

The Committee reviewed the Employee Handbook. It was suggested the EEO statement be amended to be more all inclusive. It was also suggested that somewhere in the document the issue of "favoritism" be addressed. It was decided to continue review of the Employee Handbook at the next Policy Committee meeting. Once this is reviewed, it will be sent to MSEC for final review.

Other Business: none

Adjournment at 9:03 am

Next Policy Committee Meeting: April 25, 2018 at 8:30 am