

**Red Feather Mountain Library District**  
**Policy Committee Meeting Minutes**  
May 23, 2018 – 8:30AM

Call to order at 8:30 am

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

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

The Committee reviewed the Employee Handbook, EEO/Harassment Policy as corrected. Creed will refer to MSEC for guidance on wording concerning favoritism in employment. This will be reviewed further at the next meeting. Once this is reviewed, it will be sent to MSEC for final review.

The Committee discussed the issue of employee benefits and what weekly hours constitutes fulltime status. Creed is going to research this further with what options are available and get this to the Committee by the next meeting.

Other Business: Creed attended a webinar on Employee Handbooks and the Committee will review and discuss this at the next meeting.

Adjournment at 9:05 am

Next Policy Committee Meeting: June 27, 2018 at 8:30 am