

**Red Feather Mountain Library District**  
**Policy Committee Meeting Minutes**  
August 22, 2018 – 8:30AM

Call to order at 8:35 am

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

Zen moved to approve the July 2018 Minutes, Marleila seconded. Motion carried.

The Committee continued to discuss the Employee Handbook. Creed recommended an increase of the allowance for meals during travel for Library business from \$12 per meal to \$15. Zen moved to change wording to omit the word "will" and replace it with "may" or "shall", as appropriate. Claudia seconded. Motion carried.

The Committee continued to discuss Employee Benefits, to be further researched by Creed. He will look at what other small libraries offer their employees and let the Committee know his findings at the next meeting.

The Committee chose to table to the next meeting the first draft review of the User Records Safety, Confidentiality and Removal Policy, in lieu of time constraints.

Adjournment at 9:00 am

Next Policy Committee Meeting: September 26, 2018 at 8:30 am