

Red Feather Mountain Library District

Policy Committee Meeting Minutes

October 23, 2019

The meeting was called to order at 8:36 by Zen Raczkowski.

Committee members present: Zen Raczkowski (Chair) Creed Kidd (Library Director), Claudia O'Neill, Tom Suddeth, Kevin Snell and Lynn Wartgow.

The minutes of the previous meeting were approved as written.

Policy discussion: Open Records Policy – Claudia moved that the Library Director's job description should be updated to include that the Library Director serves as the Custodian of records for the Red Feather Lakes Library. Tom seconded the motion. Motion passed. This motion will be taken to the full Board for approval.

The committee discussed clarifying the language in the policy regarding fees to be charged for Open Records requests. Claudia will work with Creed on the language for this policy. This will be presented at the next Policy Committee meeting.

Strategic plan planning was tabled until the next meeting.

The next Policy Committee meeting: December 11, 2019 at 8:30 am

Meeting adjourned at 9:11 am

Submitted by: Claudia O'Neill