

Policy Meeting 1/26/2022

Called to order 11:19

Attendance:

Lynn Wartgow

Bill Moxon

Sumukh Torgalkar

Spook Tipton

Jackie Scheuerman

Creed Kidd

Policies:

Financial Policy no changes at this time.

Emergency Closing Policy

Most of the corrections are verbiage.

The after-school programs will close in conjunction with the schools. We will try to contact the schools to verify the library will be closing.

Confidentiality of Library Records Policy has been approved by this committee and will be sent to the full board.

Library User Record Confidentiality, Privacy and Removal Policy-combine this with Confidentiality of Library Records Policy. These two policies are redundant and can be combined.

Library Lending Policy- no changes

All of these policies will be forwarded to the board for review and approval at the next board meeting.

Employee Health and Benefits Policy-

Creed will research the possibility to offer part time employees some kind of benefit for health insurance using a ratio to full time employment. Possibly a stipend to each employee.

Creed gave an explanation of flex time. This policy will ensure that all employees will have some type of sick leave and vacation time.

There was a discussion about the rate of accrual for flextime, as a concern for this has been brought up by staff. It was also discussed that there may need to be a cap on the number of flextime hours that can be carried over at the end of each year.

The board needs to budget for the possible pay out of flextime for employees who leave.

This policy was tabled until next meeting until we can address the potential addition of a benefit stipend for part time employees and address the cap for flextime hours.

At the next meeting, we will work on the Employee Health and Benefits Policy, the Employee Handbook and the Vision and Mission Statement.

Meeting adjourned at 12:24pm

Respectfully Submitted,
Jackie Scheuerman