

Policy Committee Meeting for Red Feather Lakes Community Library

February 22, 2022

8:30 AM via Zoom

Present: Creed Kidd (Library Director), Lynn Wartgow, Sumukh Torgalkar, Bill Moxon, Jackie Scheuerman, Spook Tipton, Julie Sauter

The meeting was called to order at 8:43 AM.

One correction suggested by Creed to the minutes of the January 26, 2022 Policy Committee meeting. Jackie will update that suggestion. All fully approved to accept the meeting minutes with that correction.

Board members reviewed policies discussed at the last meeting. The Emergency Closing Policy will go for full board approval today. The User Personal Information, Confidentiality, and Removal Policy will go for full board approval today. The Library Lending Policy will go for full board approval today. Jackie had questions regarding the Finance Policy so this policy will return back to the Finance Committee and be discussed again at the next Policy Committee meeting.

The Employee Benefits Policy for 2022 will have an update to cap flex time hours to 240 hours. There was a discussion on further health insurance possibilities for employees or a way for their expenses with healthcare to be offset. Creed said that they are looking into a stipend or a potential post-tax bonus in relation to healthcare. Given that this will involve efforts to understand budget, rules, and the best way to support both the library and its staff, it was recommended that this should be looked into further over the course of the year and a recommendation or update be made for the Employee Benefits Policy for 2023. As a result, the Employee Benefits Policy for 2022 with the cap flex time update was up to be forwarded on for full board approval. Motioned by Jackie and seconded by Bill.

A thorough review was done of the Employee Handbook led by Lynn. Mostly grammatical changes were suggested. These updates will be made and then the Employee Handbook will be up for full board review and approval at the March meeting. Motioned by Jackie and seconded by Spook.

The committee was asked to review the Strategic Plan. There were no further questions or updates. A new Mission, Vision, and Inclusion statements will be separately put together by the Long-Range Planning Committee and presented to the Policy Committee next month. The Strategic Plan in its current format without a Mission, Vision, and Inclusion Statements will go on for full board approval today. Motioned by Sumukh and seconded by Lynn.

Meeting adjourned at 9:14 AM.

The next meeting will be March 22, 2022 at 8:30 AM at the POA.

Recorded by Sumukh Torgalkar