

Philbrick-James Library
Meeting of the Board of Trustees Policy Committee
Draft Minutes – February 20, 2023 at 5:00 pm

Meeting is called to order at 5:03 pm.

Present: Anne Meyers, Library Director, Christina Eagen, April Purinton, Emily Oxnard

- I. Recap of current work and status updates
- II. Review draft status policies
 - a. Patron Behavior Policy (Christina) – Today’s meeting was spent primarily discussing changes to the current draft to make it ready for a first reading at the next full board meeting.
 - b. Incident Report Form (Christina) – tabled due to time
 - c. ILL Policy (Anne) – tabled due to time, but this one is ready to bring before the full board for a first reading
 - d. Social Media Policy (April, time permitting) – tabled due to time
- III. Volunteer Policy Discussion: PJJ has a community volunteer who is offering tech services, so this policy needs to be prioritized. It is currently in draft form by Emily, and it will be worked on at our next policy committee meeting.
- IV. Prioritize Current Tasks: The Volunteer Policy will receive priority at our next policy committee meeting.
- V. Summarize Next Steps and Timeline: The Patron Behavior Policy is ready to bring to the full board for a first reading at our next meeting on Monday, March 13th at 7 pm.
- VI. Next Meeting Dates: Friday, March 31st at 9 am AND Friday, April 14th at 12 pm.

Meeting adjourned at 6:05 pm.