



NEW LENOX PUBLIC LIBRARY DISTRICT

Policy Committee

October 12, 2020

The meeting of the New Lenox Public Library District Board of Trustees Policy Committee was called to order at 6:00 p.m., by Trustee Tatro on Monday, October 12, 2020 at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois.

Trustees Present: Colette Loecke, Ann Podoba, Dr. Edward A. Tatro, Alex Vancina

Trustees Absent: None

Staff present: Michelle Krooswyk: Director and Recording Secretary, Michael Stubler: Business Manager, Mary Byford: Technical Services Manager, Jolyce Abernathy-Morris: Circulation Services Manager, Brian Gobel: Maintenance Manager

Visitors: None

Audience to Visitors

None.

New Business

Director Krooswyk provided a packet detailing what policies have been reviewed at the regular Board Meetings since the committee last met.

The following policies were discussed in more detail:

Disaster Preparedness Plan: Brian and Michael updated the information and streamlined the content. There was quite a bit of information that was either receptive or did not apply to our organization that was eliminated. The procedure for severe storms was clarified for Trustees who had questions.

General Policy 204 & 206: Library late fees. Director Krooswyk presented facts, history of library fines, benefits of going fine free and benefits of continuing to charge fines. Currently the library has 14,405 cardholders and 4,922 of those have blocked cards due to high level of fines. Many libraries are beginning to go fine free including neighboring Joliet and 20 libraries in our consortium. Patrons would still be charged if the item was lost or damaged. Trustee Tatro expressed the concern that the community would be upset that we went to referendum and now we are giving away income. Trustee Vancina stated that our goal is to serve the public and to get items back. He also mentioned that many other libraries are starting down this road and if our library does not do it now, we will be forced at a later date to do so. Trustee Loecke said she is also in favor of fine free. Trustee Podoba stated she is in favor of continuing to charge fines saying that it provides incentive to return items on time. Ashley Middleton shared a personal story regarding her library experience with fines impacting her access to library services. Due to time constraints, this will be discussed further with the entire Board at next month's general meeting.

General Policy 205: Holiday Hours and regular operating hours in the future due to referendum. Suggestions were made such as being open on Veterans Day and the day after Thanksgiving and closing

General Policy 210: Photographing and Recording Policy. Language will be added to include remote programming, especially with using Zoom lately.

Personnel Policy 202: part time pay for regularly scheduled hours. Suggested changing language to include a set number of hours for part timers for holidays versus current language of “regularly scheduled shift.”

Personnel Policy 301: Request from staff to wear jeans without logo wear.

These changes will be presented at the November Board Meeting for formal approval.

Executive Session

None

Adjournment

Trustee Podoba moved and Trustee Vancina seconded that the meeting be adjourned at 7:00 p.m.
Motion passed with all in favor.

Michelle Krooswyk, Director
Respectfully Submitted,
Michelle Krooswyk
Library Director