

Rock Island Public Library Board Personnel & Policy Committee Meeting Minutes

April 12, 2023, at 11:00 am
Watts-Midtown Library, Conference Room

Call to Order: Debbie Freiburg called the meeting to order at 11:04 am.

Attendance: Jo Noon, Jacki Nelson, Karen Phillips, Eudell Watts III; Kathy Lelonek, Foundation Director; Angela Campbell, Library Director; Malachi Kohlwey, Business Office & Facilities Director.

Absent: Milan-Blackhawk Area Public Library District Board Member – Tari Weeks

Public Comment: The public had the opportunity to comment in person. No comment was received.

New Business:

1. Staff IDEA Committee Policy Rubric Discussion
 - Director Campbell advised that the staff IDEA committee uses the included rubric to evaluate policies.
2. Policy Review:
 - a. Bylaws of the RIPL Board of Trustees
 - b. Code Adam
 - c. Continuing Education
 - d. Disposal of Surplus Property
 - e. Grant Application
 - f. Hardship Assistance (NEW)
 - g. Incident Report
 - h. Interlibrary Loan
 - i. Lost or Abandoned Property
 - j. Public Relations
 - k. Records Retention (NEW)
 - l. Telecommuting
 - m. Unattended Child
 - The Personnel & Policy Committee reviewed and approved the policies as written with minor changes. Additionally, the committee advised that the Code Adam policy will be included in the Emergency/Disaster Plan and no

**Represents a potential voting item.*

longer be a separate policy. The policies will be recommended for full board approval at the April 18, 2023, Board meeting.

3. Succession Plan During Medical Leave

- The Personnel & Policy Committee reviewed and discussed the Library Admin Succession Plan.

Adjournment: The meeting was Adjourned at 11:56 am