

**Rock Island Public Library Board
Personnel & Policy Committee Meeting Agenda**

**September 8, 2023 – 3:00 p.m.
Rock Island Public Library – Downtown**

Type of Meeting: Board Personnel & Policy Committee Meeting

Meeting Facilitator: Debbie Freiburg

Invitees: RIPL Board Members - Jacki Nelson, Jo Noon, Karen Phillips, Milan-Blackhawk Area Public Library District Board Member, Tari Weeks; Angela Campbell, Library Director

Committee Chair Freiburg called the meeting to order at 3:06pm.

In attendance: Debbie Freiburg, Karen Phillips, and Angela Campbell.

Absent: Jacki Nelson, Jo Noon, and Tari Weeks.

There was no public comment.

There was no old business to discuss.

New Business:

1. Policy Review – Suggested changes and edits for the following policies were discussed.
 - Behavior Policy – Now allows for mobile phone use inside the library.
 - Circulation Policy & Appendices – Highlights where cultural passes need to be returned.
 - Collection Development Policy & Appendices – Includes verbiage for the collection audit and following our local demographic needs.
 - Disaster & Recovery Plan – Now includes the Watts-Midtown Branch procedures; new verbiage for bomb threats.
 - Donations Policy – Renames the Buildings & Grounds Committee to the Art & Facilities Committee.
 - Library Vehicle Policy – No changes.
 - Mobile Hotspot Policy – Now allows for holds to be placed on hotspots by Rock Island Public Library cardholders.
 - Mobile Streaming Device Policy – Minor language changes; includes a fee if not returned properly.
 - Photography & Video Policy – No changes.
 - Programming Policy + NEW Form – Policy now refers to a new form that gives the library permission to record and/or livestream presentations and performance if signed by the presenter/performer.

**Represents a potential voting item.*

- Security Camera Policy – No changes.

“Policy Statements” all remained the same. Procedural changes were mostly minor, with the committee agreeing to all suggestions. The Committee will recommend all changes to the full board at their September 19, 2023 meeting.

2. Director Evaluation for CY 2023 – Committee Chair Freiburg reminded the attendees that the Director’s evaluation is due no later than December 31st. She will contact the City’s HR Department to get the new Board President, Jenni Swanson, on the city’s PerformancePro software. She will also ask them to open up the evaluations for inputting. She asked that an executive session be scheduled for the November 21st meeting for matters of personnel.

*Closed Session – Not needed.

Information Sharing – None.

Announcements – None.

Adjournment – Committee Chair Freiburg adjourned the meeting at 3:41pm.

Respectfully submitted,

Angela Campbell
Library Director