

IL Library Board of Trustees Meeting Minutes **January 19, 2023**

- **Call to order @ 4:15pm**  
**Present:** Ben Conboy, Pam Howard, MJ Rathbun, Beth Lomnitzer, Susan Rollings  
**Not present:** Bev Cannan
  
- **Public Comments 5 minutes - N/A**
- **Review and approve minutes from prior meeting**
  - **Pam made a *MOTION*** to approve December 2022 minutes; seconded; **MOTION passed**
  
- **Review directors report**
- **Review and approve payment of bills:**
  - **Beth made a *MOTION*** to approve paying of bills; seconded; all in favor; **MOTION passed**
  
- **Old business:**
  - Welcome Ben Conboy to first board meeting; No change of time for meeting needed for Ben
  - Library staff performance evaluations (not done yet, hopefully will be done in March)
  
- **New Business:**
  - Circulation Policy: changes were discussed and
    - **Ben made a *MOTION*** to approve changes to circulation policy, seconded, **MOTION passed**
  - Safety Policy
    - Emergency procedures:
      - \*Staff procedure for snow days to be updated and sent to us
      - Human Emergencies (except medical distress section) will be included in Code of Conduct
    - **MJ made a *MOTION*** to adopt Emergency Procedure policy as written with exception of Unattended Child policy and Fun Scenarios; seconded; **MOTION passed**
  - Code of Conduct Policy (Final copy will be approved and voted on in February)
    - Unattended child policy
    - Irate or Disruptive Patron policy (911 as final resort)
  
- **Executive Session (N/A )**

**Next Meeting: February 16, 2023**

**MOTION** by Pam to adjourn; seconded; **MOTION passed**  
**Meeting Adjourned @ 5:35pm**