



BERWYN PUBLIC LIBRARY

Berwyn Public Library Board Committee Meeting Minutes
Policy and Personnel Committee
March 8, 2021

Library Board Room/Virtual via Zoom

<https://us02web.zoom.us/j/89832073424?pwd=MzZWS1dsY0pMbGx2NVZTOFFLMm1Ydz09>

Meeting ID: 898 3207 3424

Passcode: 418462

One tap mobile

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Call to Order 6:02 PM

Board Members present: Barbara Korbel, Paul Nudd, Nora Laureto, Marta Rodriguez, and Maria Salinas
Guests present: Library Director Tammy Sheedy

Circulation Policy Revision

Revisions were made to the Circulation Policy to remove all references to fines since the library is now fine free. With the addition of tablets from the special grant, wording was added to the special collections section of the policy. The policy was also reformatted to move the **Interlibrary Loans & Holds** sections after the circulation procedures. The committee approved the revisions and sent to full Board for approval.

Computer and Internet Policy Revision

With the approval of the new strategic plan BPL 2021, the purpose of the computer and internet policy was revised to reflect the new mission statement. Information about hot spot circulation was also removed since it was already included in the Circulation Policy. The committee approved the revisions and sent to full Board for approval.

Administrative Succession Plan

Per the *Serving Our Public 4.0 Standards for Illinois Public Libraries*, libraries must have a written administrative succession plan on file. The committee approved this plan and sent to full board for approval.

Adjournment

Meeting was adjourned at 6:42 PM

