



Hudson Area Public Library Policy & Personnel Committee Unapproved Meeting Minutes

July 15, 2020 – 3:00 PM

1. **Call to order at 3 p.m. by Barb Peterson. Roll Call, Certification of Compliance with Open Meeting Laws and Public Records Laws, Introduction of Visitors and Staff**

Members: Peterson, Susan Blank, Katie Coppenbarger

Visitors: None

Staff: Shelley

2. **ACTION ITEM: Approve Agenda**

Motion by Coppenbarger to approve agenda

Second by Blank

Discussion: None

Vote Taken: MOTION CARRIED – 3 Ayes/0 Nays

3. **ACTION ITEM: Recommendation for institutional cards**

Discussion: Change group name, include check-out timeline and card differentiation.

Motion by Coppenbarger to recommend PPC's full support of the institutional card policy to LBOT with suggested changes.

Second by Blank

Vote Taken: MOTION CARRIED – 3 Ayes/0 Nays

4. **ACTION ITEM: Recommendation for student e-cards**

Motion by Coppenbarger to recommend PPC's full support of student e-card policy to LBOT

Second by Blank

Discussion: None

Vote Taken: MOTION CARRIED – 3 Ayes/0 Nays

5. **POTENTIAL ACTION ITEM: PTO schedule**

No action taken.

6. **DISCUSSION: Review staffing**

7. **POTENTIAL ACTION ITEM: Library director job description**

No action taken.

8. ACTION ITEM: Adjourn

Motion by Coppenbarger to adjourn at 4:30 p.m.

Second by Blank

Discussion: None

Vote Taken: MOTION CARRIED – 3 Ayes/0 Nays

Respectfully submitted,

Shelley Tougas