

**Elmwood Park Public Library**  
**Minutes of the Bylaws, Goals, Policy, Personnel Committee Meeting**  
**Monday, June 15, 2015 at 7:30 p.m.**

1. Call to Order

Chairperson John Rivera called the meeting to order at 7:32 p.m.

2. Roll Call

Present: Trustees John Rivera, Carole Bilbo, Elsa Volpe

Also present: Library Director Tiffany Verzani, Assistant Director Jason Stuhlmann

3. Unfinished Business

a. Management Association of Illinois compensation package

Director Verzani shared the recommended salary scale and will be create a report with action steps needed to meet the minimum salary requirements and a timeline.

b. Fund Balance and Investment Policy

The committee reviewed the policy drafts. Treasurer Bilbo asked that the policies be sent to Trustee Soreentino for comment as she has served as Treasurer in the past. The policies will be included in the June board meeting as an information item for discussion by the full board.

4. New Business:

a. Policies

i. Policy Update Timeline

Director Verzani presented the committee with a list of policies that should be updated this fiscal year. They include Computer Use and Programming policies.

ii. Meeting Room Policy

The committee reviewed the proposed policy, made some changes and recommend it be included in the June board meeting as an information item for discussion by the full board.

iii. Illinois Code of Ethics

Director Verzani will look at the July 2015 revision of the Illinois Compiled Statutes for any changes to our current policy and verify if a separate policy is required.

iv. Circulation Policy

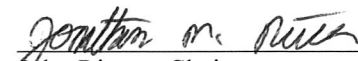
The committee reviewed the policy, made changes and recommend it be included in the June board meeting as an information item for discussion by the full board.

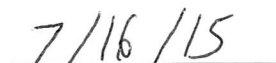
b. Personnel – Director’s Goals

The committee confirmed goals for the Director to complete before the start of the new strategic plan.

5. Adjournment

At 8:20 p.m., on a motion from Carole Bilbo and seconded by John Rivera, the meeting was adjourned.

  
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John Rivera, Chairperson

  
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Date Approved