

# Minutes of the Special Meeting of the Service and Policy Committee of the Board of Library Trustees of the Orland Park Public Library held September 21, 2020

The meeting was officially called to order by Trustee Nancy Healy, Chair of the Service and Policy Committee at 6:04 p m.

## Call To Order

Committee Members present: Nancy Healy, Chair; Joanna Leafblad, President (via phone until 6:18); Bridget Lindbloom, Trustee

## Roll Call

Library Trustees present:

Committee Members absent:

Staff present: Mary Weimar, Library Director; Mary Adamowski, Assistant Library Director; Ross Kimmey, Finance Manager; Aaron Peterson, Senior Administrative Coordinator

None

## Introduction of Visitors

None

## Public Comment

### B 2 Study Room Policy – For Discussion

## New Business

Trustee Lindbloom asked if the new updates will still be valid after COVID. Assistant Library Director Adamowski stated the changes would be relative after COVID and the policies will remain the same. If things change after the pandemic, the Rules and Regulations will reflect any changes. Chair Healy suggested a couple grammatical edits.

#### B 2.1 Study Room Policy Rules and Regulations – For Discussion

The committee felt no changes were necessary. Assistant Director Adamowski stated the edits in blue on page 2 were specifically added because of COVID.

#### B 1 Meeting Room Policy – For Discussion

Director Weimar stated clarification on the prohibited activities section were added to the policy. Trustee Lindbloom liked the usage of examples. Trustee Healy suggested a few grammatical edits.

B 1.1 Meeting Room Policy Rules and Regulations – For Discussion

Trustee Healy suggested a few grammatical and formatting edits.

B 9.2 Schedule of Fines – For Discussion

Amended September 21, 2020 was added to the Issued section.

B 6.6 Today's Business Solutions, Inc. Tech Center Policy – For Discussion

Director Weimar stated Ken Friker, Attorney from Klein Thorpe and Jenkins said it was necessary to put the following statement at the end of the document: Formerly known as the Smart Lab Policy, now amended September 21, 2020. After the committee members discussed the policy's title, it was decided to remove "Today's Business Solutions" from the title. The Policy will be named Tech Center Policy. President Leafblad said since Today's Business Solutions has nothing to do with the actual policy other than funding it (currently) the policy name should not include their name. Chair Healy and President Leafblad suggested some grammatical edits and re-writes throughout the policy.

Recommendation(s) to the Board of Library Trustees for approval of the revisions to B 2 Study Room Policy – For Action

Trustee Lindbloom motioned to approve the revisions to B 2 Study Room Policy. President Leafblad seconded.

The B 2 Study Room Policy was approved as amended.

A roll call vote as follows: Healy – aye; Leafblad – aye; Lindbloom – aye.

Motion passed. 3 ayes, 0 nays, 0 absent

Recommendation(s) to the Board of Library Trustees for approval of the revisions to B 1 Meeting Room Policy – For Action

Trustee Lindbloom motioned to approve the revisions to B 1 Meeting Room Policy. President Leafblad seconded.

The B 1 Meeting Room Policy was approved as amended.

A roll call vote as follows: Healy – aye; Leafblad – aye; Lindbloom – aye.

Motion passed. 3 ayes, 0 nays, 0 absent

Recommendation(s) to the Board of Library Trustees for approval of the revisions to B 9.2 Schedule of

Fines – For Action

Trustee Lindbloom motioned to approve the revisions to B 9.2 Schedule of Fines. President Leafblad seconded.

The B 9.2 Schedule of Fines was approved as amended.

A roll call vote as follows: Healy – aye; Leafblad – aye; Lindbloom – aye.

Motion passed. 3 ayes, 0 nays, 0 absent

Recommendation(s) to the Board of Library Trustees for approval of B 6.6 Tech Center Policy – For Action

Trustee Lindbloom motioned to approve the revisions to B6.6 Tech Center Policy. President Leafblad seconded.

The B 6.6 Tech Center Policy was approved as amended.

A roll call vote as follows: Healy – aye; Leafblad – aye; Lindbloom – aye.

Motion passed. 3 ayes, 0 nays, 0 absent

None.

**Announcement**

President Leafblad motioned to adjourn the meeting and it was seconded by Trustee Lindbloom.

**Adjournment**

A roll call vote as follows: Healy – aye; Leafblad – aye; Lindbloom – aye.

Motion passed. 3 ayes, 0 nays, 0 absent

The meeting was adjourned at 6:50 p.m.

Charles McShane  
Secretary

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Minutes prepared by Aaron Peterson

