



TRAVERSE AREA DISTRICT  
LIBRARY

## TADL Board of Trustees Policy and Personnel Committee

March 2, 2021  
10:00 am~ Zoom meeting

610 Woodmere Ave. / Traverse City, MI / 49686

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**Attendance:** M. Pakieser, J. Wescott, Trustees; M. Myers, D. Radjenovich, M. Howard, Staff. M. Vickery, Trustee excused absent.

**Agenda Approval:** The agenda was approved.

**Minutes Approval:** The minutes of the February 2, 2020 meeting were approved.

**Public Comment:** There was none.

### **Policy:**

#### **Nepotism 7.5**

Howard has observed that the final clause in the nepotism policy is onerous because it doesn't allow for staff to rent from another staff member. With housing being in short supply, she suggested we remove this clause. Committee members agreed. It was motioned by Wescott and supported by Pakieser to bring this to the March Board meeting.

After public comment, the Committee further discussed the issue and Howard will bring back other suggestions for a policy including allowing for family members to work at the library as long as they are not in the same department and leaving some discretion to the director for these decisions to the April Board Meeting.

#### **3.7 Wif-Fi Hotspot and Laptop Lending Policy**

Based on suggestions from Morey, Howard has some minor changes based on the software called Deep Freeze, the library using to implement the laptop lending program. It was motioned by Wescott and supported by Pakieser to bring this to the March Board meeting.

#### **Library Privacy Act Changes and Discussion**

Legal Counsel Zeits and Howard revised the relevant policies after the February Board meeting. Howard presented the changes to two policies and the corresponding FOIA Public summary.

##### **Policy 3.4 Confidentiality**

The wording in this policy was strengthened to clearly support patron's privacy and request for library records.

##### **Policy 1.6 Freedom of Information Procedures and Guidelines**

Howard commented that our FOIA policy was already and very well written policy but some changes were made to some key areas being Section 4 (L) and Section 10 Fee Waivers (D)Public Interest. Discussion followed that they thought this was an accurate reflection of supporting the new changes to the new Library Privacy Act while protecting patron privacy. It was motioned by Wescott and supported by Pakieser to bring the policy changes and public summary to the March Board meeting.

**Trustee Odgers Request to revisit the October Board meeting and her remote attendance**

Trustee Odgers requested this to item be discussed. Odgers did not attend. Howard will communicate with Trustee Odgers to check for any unresolved issues.

**Next Meeting Date / Time:** April 6, 2021 at 10:00 am.

**Next Meeting Topic Suggestions:** Nepotism Policy

**Public Comment:** M. Myers made public comment about the importance of notifying the public of their privacy rights suggesting a good time would be during National Library Week in April, was positive about the changes to the laptop policy, and supported changes to the Nepotism policy by explaining past policies and practices.

**Adjournment:** The meeting adjourned at 11:05 am.