



TADL Board of Trustees Policy and Personnel Committee

August 2, 2022
10:00 am Thirlby Room

610 Woodmere Ave. / Traverse City, MI / 49686

Attendance: M. Vickery, J. Wescott, Trustees; M. Howard and M. Myers, staff. M. Pakieser was excused.

Agenda Approval: The agenda was approved.

Minutes Approval: The minutes of the June 7, 2022 meeting were approved.

Public Comment: There was none.

Policy:

4.3 Unattended Child Policy

Howard explained there are no suggested changes and that this policy was presented for Board Review. No Trustee revisions were suggested. Based on it only being for review, it will be put on the Consent Calendar.

7.10 Whistleblower Policy

Howard explained that this policy was reviewed by legal counsel, Janis Adams, who offered a few edits. It was motioned by Vickery and supported by Wescott to forward this policy to the full Board for adoption.

1.8 Remote Participation at Meetings Policy

Attorney Zeits has amended this policy to accurately reflect the current state of the law. It was motioned by Vickery and supported by Wescott to forward this revised policy to the full Board for adoption.

3.1 Borrowing and Library Account Policy (Revision & Consolidation)

o Removal:

- 3.1 Borrowing Privileges
- 3.2 Borrowing Parameters and Delinquent Charges
- 3.21 Fines and Lending Periods
- 3.3 Limited Borrowing privileges
- 3.4 Confidentiality of Library Records
- 3.5 Mailing Lists Available to the Public

Howard explained that V. Carpenter and her have been working on revising and consolidating policies when available. The revised 3.1 consolidates many smaller policies into a more logical sequence in one policy. Additionally, the policy removes the specifics of the Fine and Lending Periods to allow for staff to make minor changes to the policy as an operational decision not as a Board decision. It was motioned by Vickery and supported by Wescott to forward this policy to the full Board for adoption.

Renumber: from 3.6 TADL 3D Printing Policy to 3.2 3D Policy Printing

Due to the consolidation of 3.1- 3.5, Policy 3.6 would need to be numbered to 3.2 to be consecutive. Based on it only being for a minor editorial change will be put on the Consent Calendar.

3.3 Library of Things Policy & Removal: 3.7 Wi-Fi Hotspot and Laptop Lending Policy

After a discussion with Trustee Deyo, Howard and Carpenter are again trying to consolidate policies. Based on examples of other libraries, Howard explained she would like to have one policy for all items in the Library of Things, and then have borrowing guidelines for specific items. This allows staff to adjust borrowing parameters without Board approval and without creating a specific policy for every item in the Library of Things. Additionally, this creates a waiver for patrons to sign to protect the library from liability. It was motioned by Vickery and supported by Wescott to forward this policy to the full Board for adoption.

Next Meeting Date / Time: September 6, 2022 at 10:00 am.

Next Meeting Topic Suggestions: Continued Policy Review; change meeting time

Public Comment: None

Adjournment: The meeting adjourned at 10:59 am.