

FRANKFORT PUBLIC LIBRARY DISTRICT
POLICY AND PERSONNEL COMMITTEE MEETING
FRANKFORT PUBLIC LIBRARY
October 12, 2021
10AM

I. Call to Order

The meeting was called to order at 10:05AM.

II. Roll Call

Present: Trustee Wagner, Trustee Knutson, and Director Kowalcze

Absent: None

Also Present: None

Citizens Advisory Committee: None

III. Introduction of Visitors

None

IV. Old Business

None

V. New Business

A. Policy Review

1. Identity Protection Policy- After consulting with the lawyer, this policy is still the proper representation of State statute. No changes recommended by the Committee, beyond reformatting and adding the revision number back to the draft.

2. Public Comment in Meetings Policy- Following advice of the lawyer, minimal revision is suggested, including removing some phrasing that contradicts more recent rulings by the PAC concerning the Open Meetings Act. Two Committee suggestions will be referred to the Board for discussion: going from two public comment periods to one and removing the written register form procedure for comment. Director Kowalcze will ensure that we have a registration form available for the October Board Meeting.

3. Confidentiality of Library Records & Patron Data Privacy Policy- A few minor revisions were made to more accurately reflect current Library procedure.
4. Patron Behavior Policy- Suggested revisions include adding wording about alcohol, tobacco, and cannabis, as well as adding examples of behavior that will not be tolerated, and more clearly outlining potential consequences of not following this policy.
5. Material Selection Policy- The Committee reviewed examples of similar policies from other libraries to begin to develop a revised version of this policy. This draft will be reviewed at the November Committee Meeting.
6. Reconsideration of Library Materials Procedures- The Committee discussed turning this into a fillable form that could be available at public services desks, in the event that it is requested. A draft will be reviewed at the November Meeting.
7. Gift Ban Policy- Minor corrections were suggested by the lawyer for clarification.
8. Community Information & Solicitation Policy- This proposed new policy better defines which outside organizations may provide informational or promotional materials at the Library, and the procedure for soliciting donations at the Library.

VI. Public Comment
None.

VII. Adjournment
Meeting adjourned at 11:35AM.

Recorded By:

Amanda Kowalcze
Library Director