FRANKFORT PUBLIC LIBRARY DISTRICT
POLICY AND PERSONNEL COMMITTEE MEETING
FRANKFORT PUBLIC LIBRARY
September 10, 2026
9:15AM

I. Call to Order
The meeting was called to order at 9:22AM.

II. Roll Call
Present: Trustee Evenhouse and Trustee Meszaros
Absent: Trustee Otway
Also Present: Director Kowalcze
Citizens Advisory Committee: None

III. Introduction of Visitors
None

IV. Minutes for Approval
Trustee Meszaros motioned and Trustee Evenhouse seconded to approve the Minutes from the meeting on August 4, 2026. The Minutes were unanimously approved them with no edits.

V. Old Business

A. Identity Protection Policy
The Committee took a second look at the Identity Protection Policy. Other than changing the capitalization of "Social Security" throughout, no other edits were suggested. The Committee agreed that the Policy should be brought to the full Board in August for approval.

B. Internet Access and Digital Device Policy
The Committee took a second look at the B. Internet Access and Digital Device Policy. The Committee had no further edits to suggest to this policy, other than the small typo correction. The Committee decided to send the policy on to the full Board for approval.

C. Security Camera Policy
The Committee took a second look at the Security Camera Policy. There were no suggested edits for this policy. The Committee decided to send the policy on to the full Board to review.

D. Confidentiality of Library Records and Patron Data Privacy Policy
The Committee reviewed the Confidentiality of Library Records and Patron Data Privacy Policy a second time. The Committee did not have any further edits. The Committee decided to send the policy on to the full Board to approve, and to request that the Credit Card Security Policy be sunset as superseded.

VI. New Business

A. Employee Handbook Update—Medical Insurance
The Committee discussed that due to the merger of the Library's health insurance pool LIMRiCC with health insurance pool WIN, there are changes to the health insurance offerings. The Employee Handbook currently states that the Library pays 80% of employee only premiums on PPO plans; the proposed change would remove "PPO," allowing the Library to cover 80% of premiums for the HMO and HDHP options, should employees elect these options. The Committee noted that the merger had resulted in insurance rate savings vs the planned budget for this year. The Committee agreed to bring the Employee Handbook Amendment to the full Board for approval.

B. Programming Policy
The Committee took a first look at the Programming Policy. Language regarding reconsidering programs is proposed, to align with the State Standards. The Committee also reviewed a proposed Program Reconsideration form, modeled off of the Reconsideration of Materials Form. The Committee agreed to take a second look at this policy at their next meeting.

C. Library Social Media & Comment Policy
The Committee reviewed the Library Social Media & Comment Policy. There were no changes suggested for this policy. The Committee will review this policy again at their next meeting.

D. Vulnerable Adults Policy
The Committee reviewed Vulnerable Adults Privacy. The Policy has been rewritten to reflect more positive language. The Committee discussed adding back in language about the Patron Behavior Policy, which had been removed in the proposed edits. The Committee will review this policy again at their next meeting.

E. Fundraising Policy
The Committee reviewed the Fundraising Policy. There were no changes suggested for this policy. The Committee will review this policy again at their next meeting.

F. Next Meeting
The Committee will meet again on October 15th at 9:15am. On the agenda will be a second look at the Programming Policy, Library Social Media & Comment Policy,

Vulnerable Adult Policy, and Fundraising Policy. The Committee will also discuss how to structure a Benefits Review.

VII. Public Comment

None

VIII. Adjournment

Meeting adjourned at 10:14AM.

Recorded By:
Amanda Kowalcze
Library Director