

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT
Policy Committee Agenda
Monday, November 5, 2018 at 6:30 p.m.

ROLL CALL – Call to order 6:32 p.m. Thew, Anderson, Cooper, Steeves present. Zurla absent.

CITIZEN'S INPUT – n/a

NEW BUSINESS (all possible action items)

- A. Youth Services Area Guidelines Revision – All in favor of passing the revisions, which pertain to adults primarily using upstairs restrooms, and specific references to the Patron Conduct Policy. Effective ASAP.
- B. Workplace Violence Policy (new) – All in favor of passing this new policy, a standard policy at public libraries. Effective immediately.
- C. Friends of the Library Policy (new) – Extensive discussion. Director Steeves provided a detailed account of general practices among libraries and their Friends groups, the Library's past and current practices with regards to the Friends, and current matters between the Friends and the Library. The committee reviewed ALA documentation on managing relationships with Friends groups, other libraries' relevant policies, a description of the Friends (that is outdated), and a rough first draft of a new FRG policy. Following the discussion, the committee decided on this tentative timeline:
 - ASAP: Give summary of this meeting and the timeline for policy implementation to Friends President – Steeves
 - ASAP: Steeves will investigate whether libraries using an operation agreement also have a separate Friends of the Library policy
 - By January: Revise the draft policy by incorporating language from ALA's sample operating agreement – Steeves
 - Early January: Policy Committee will reconvene to review revised draft and create a list of questions for the Friends for input
 - Mid-January: Steeves will meet with Friends President to go over the draft policy and questions
 - Early February: Friends President will bring draft and questions to the Friends meeting
 - Mid-February: Friends President will bring answers from Friends to Steeves
 - Spring 2019: When possible, a board meeting agenda will include discussion and action regarding the Friends of the Library policy, and the Friends will be invited to attend
- D. Solicitation Policy (discussion only) – Steeves asked whether the Board would be interested in revising this policy to allow other community groups to engage in sales on FRG Library property. The committee agreed that could make sense with our focus on community outreach. Steeves will draft a revised policy for review at a future meeting.
- E. Grievances (revised) – All in favor of removing the "Grievances" section from the current Appointments policy and replacing it with the new Open Door Communication/Problem Solving Policy. Effective immediately.

ADJOURNMENT – 8:05 p.m.