



**AURORA PUBLIC LIBRARY DISTRICT  
BOARD OF LIBRARY TRUSTEES  
POLICY AND PERSONNEL COMMITTEE  
MEETING MINUTES  
JUNE 14, 2022**

**CALL TO ORDER:** at 6:02 p.m.

Present: Trustees Paul LaTour, Sandeep Londhe, Matthew Orr

Absent: None

Also present were Executive Director Michaela Haberkern and Human Resources Manager Brenda Blough.

**APPROVAL OF MINUTES OF MARCH 9, 2022 COMMITTEE MEETING:**

Matthew Orr moved and Sandeep Londhe seconded to approve the minutes of the March 9, 2022 committee meeting.

Yes: LaTour, Londhe, Orr

No: None

Absent: None

Abstain: None

All in favor, minutes approved

**COMMITTEE MEETING 03-09-2022 MINUTES APPROVED**

**PUBLIC COMMENTS:** None.

**IDENTITY PROTECTION POLICY**

Michaela summarized for the committee the purpose of the Identity Protection Policy and the proposed revisions.

Sandeep Londhe moved and Matthew Orr seconded to recommend the full board approve the proposed revisions to the Identity Protection Policy.

Yes: LaTour, Londhe

Yes: LaTour, Londhe, Orr

No: None

Absent: None

Abstain: None

All in favor

**EMPLOYEE HANDBOOK REVIEW PROJECT PLAN**

Brenda reviewed the project plan for the Employee Handbook review and revision. The process should take approximately six months. Committee members had questions about the relationship of the Handbook to the union contract, and about the final format of the Handbook.

**REVIEW OF LIBRARY ORGANIZATION AND ORG CHART; CONTINUOUS LEARNING AND TUITION REIMBURSEMENT; COLLECTIVE BARGAINING UNIT**

Brenda reviewed the first topics under review for the committee. The committee had an in-depth discussion of the tuition reimbursement and continuing education sections of the Handbook and made suggestions regarding the Library Organization sections. Brenda will bring these sections back to the committee for a second look at the next meeting.

**ADJOURNMENT**

Matthew Orr moved and Sandeep Londhe seconded to adjourn at 7:11p.m.

Yes: LaTour, Londhe, Orr

No: None

Absent: None

Abstain: None

All in favor, meeting adjourned.

**CERTIFIED TO BE A TRUE COPY**

---

mh

Chair, Policy and Personnel  
Committee