



**AURORA PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
POLICY AND PERSONNEL COMMITTEE
MEETING MINUTES
NOVEMBER 9, 2022**

CALL TO ORDER: at 6:01 p.m.

Present: Trustees Sandeep Londhe and Matthew Orr

Absent: Paul LaTour

Also present was Executive Director Michaela Haberkern.

APPROVAL OF MINUTES OF OCTOBER 13, 2022 COMMITTEE MEETING:

Sandeep Londhe moved and Matthew Orr seconded to approve the minutes of the October 13, 2022 committee meeting.

All in favor, minutes approved

COMMITTEE MEETING 10-13-2022 MINUTES APPROVED

PUBLIC COMMENTS: None.

REVIEW OF SOCIAL MEDIA GUIDELINES; PERFORMANCE EVALUATIONS; REST AND MEAL PERIODS; USE OF ELECTRONIC EQUIPMENT; PERSONAL DEVICES

Michaela reviewed the changes recommended at the last meeting.

REVIEW OF CLASSIFICATION OF EMPLOYMENT; WORK HOURS AND ATTENDANCE; HOURS AND COMPENSATION; EEO POLICY; DRUG FREE WORKPLACE; CONFIDENTIALITY; CONFLICT OF INTEREST; SAFETY IN THE WORKPLACE; VISITORS; PERSONNEL FILES; PERSONAL PROPERTY; PARKING; SMOKING; SOLICITATION.

Michaela discussed with the committee the topics under review. Only minor changes are suggested to any of these sections.

ADJOURNMENT

Sandeep Londhe moved and Matthew Orr seconded to adjourn at 6:45 p.m.

All in favor, meeting adjourned.

CERTIFIED TO BE A TRUE COPY

mh

Chair, Policy and Personnel
Committee