



**AURORA PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
POLICY AND PERSONNEL COMMITTEE
MEETING MINUTES
JULY 12, 2022**

CALL TO ORDER: at 6:00 p.m.

Present: Trustees Paul LaTour, Matthew Orr

Absent: Sandeep Londhe

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

APPROVAL OF MINUTES OF JUNE 14, 2022 COMMITTEE MEETING:

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

Yes: LaTour, Orr

No: None

Absent: Londhe

Abstain: None

All in favor, minutes approved

COMMITTEE MEETING 06-14-2022 MINUTES APPROVED

PUBLIC COMMENTS: None.

INTERNET AND COMPUTER USE POLICY

Michaela summarized the light revisions recommended for this policy. The committee discussed the parental controls for children under age 12.

Matthew Orr moved and Paul LaTour seconded to recommend the full board approve the proposed revisions to the Internet and Computer Use Policy.

Yes: LaTour, Orr

No: None

Absent: Londhe

Abstain: None

All in favor

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

Brenda reviewed the changes recommended at the last meeting.

REVIEW OF BENEFITS, PERSONAL LEAVE, VACATION, PAID TIME OFF, AND CALLING OFF

Brenda reviewed the sections of the handbook dealing generally with time off work. Proposed changes include streamlining the benefits section and otherwise clarifying language. The committee had questions about how vacation is accrued differently inside and outside the bargaining unit, and discussed how and why the calling off policy changed during the pandemic.

ADJOURNMENT

Paul LaTour moved and Matthew Orr seconded to adjourn at 7:05p.m.

Yes: LaTour, Orr

No: None

Absent: Londhe

Abstain: None

All in favor, meeting adjourned.

mh

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Chair, Policy and Personnel
Committee