



**AURORA PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
POLICY AND PERSONNEL COMMITTEE
MEETING MINUTES
OCTOBER 13, 2022**

CALL TO ORDER: at 6:03 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 SEPTEMBER 21, 2022 COMMITTEE MEETING:

Matthew Orr moved and Sandeep Londhe seconded to approve the minutes of the September 21, 2022 committee meeting.

All in favor, minutes approved

COMMITTEE MEETING 09-21-2022 MINUTES APPROVED

PUBLIC COMMENTS: None.

**REVIEW OF DRESS CODE AND GUIDELINES FOR CONDUCT; FMLA; SEXUAL HARASSMENT AND BULLYING;
REASONABLE ACCOMMODATION; WHISTLEBLOWER**

Brenda reviewed the changes recommended at the last meeting.

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

Brenda discussed with the committee the topics under review. The committee discussed the sections in depth and paid particular attention to the Use of Electronic Equipment and suggested that the sections regarding use and release of passwords be clarified.

ADJOURNMENT

Sandeep Londhe moved and Matthew Orr seconded to adjourn at 7:31p.m.

All in favor, meeting adjourned.

CERTIFIED TO BE A TRUE COPY

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Chair, Policy and Personnel
Committee