

**Forest Park Public Library  
Policy Committee Meeting Minutes  
Friday, March 08<sup>th</sup> 2019 @ 10:00 AM  
Orrin Thorson Conference Room**

Committee Members: Susan Farnum, Alicia Hammond, Karen Childs (Chair), Pilar Shaker, Nathalie Wheaton

**Opening of Meeting**

- A. Meeting was called to order at 10:07pm by Karen Childs
- B. Roll Call:
  - K. Childs- Present, N. Wheaton – Present, P. Shaker – Present, S. Farnum – Present, A. Hammond - Present
- C. Approval of Agenda:
  - Motion was made by Nathalie Wheaton, seconded by Pilar Shaker. Motion carried.
- D. Guest: None
- E. Approval of Minutes:
  - Minutes from January 04, 2019 policy committee meeting were reviewed. A motion was made by Nathalie Wheaton to approve the minutes, the motion was seconded by Pilar Shaker. Motion carried.

**New Business**

- 1. Motion was made by Nathalie Wheaton to approve the draft emergency closing policy, the motion was seconded by Karen Childs. The motion passed with all in favor.
  - Discussion included a wording revision suggested by Susan Farnum and an explanation of the difference between Exempt and non-Exempt employees by Pilar Shaker.
- 2. Motion was made by Nathalie Wheaton to approve the draft changes to the Exempt Employee List in the Personnel Policy. The motion was seconded by Alicia Hammond. The motion passed with all in favor.
  - Discussion included an explanation for the need to make the Young Adult Manager Exempt by Pilar Shaker.
- 3. Motion was made by Nathalie Wheaton to approve the draft changes to the Board of Trustees Policy Manual regarding bidding. The motion was seconded by Susan Farnum.
  - Discussion included and explanation of the changes with regard to the requirements outlined in ILCS 75 5/5-5 by Pilar Shaker.

Roll Call Vote

Childs – Aye                  Wheaton – Aye                  Shaker –Aye                  Hammond – Aye  
  
Farnum- Aye

**Adjournment**

Meeting adjourned at 10:35am. Motion made by Nathalie Wheaton, seconded by Pilar Shaker.  
Motion carried.

Respectfully submitted,

Pilar Shaker  
Director