

**Warren-Newport Public Library District  
Board of Trustees  
Committee Report Form**

**Committee:** Policy Committee

**Date and Location of Meeting:** Monday, June 8, 2015

**Members Attending:** George Kotsinis, Nancy Sheldon, Jo Beckwith, Andrea Farr Capizzi, Sue Niemi, Ryan Livergood, Noreen Reese

**Summary of Meeting:** Meeting was called to order at 7:02 PM.

The following Policies were discussed by the committee.

- 1001 - Bylaws
  - This policy was discussed at length and several updates and changes have been proposed to this policy. In the interest of time, further discussion was deferred to the next Policy Committee meeting to allow work in the remaining policies to be concluded.
- 3060 - Standards of Public Conduct
  - The committee considered proposed changes to Policy 3060 and recommended that the updated policy be sent to the board to approve via the consent agenda.
- 4010 - Friends of the Library
  - The committee considered proposed changes to Policy 4010 and recommended that the updated policy be sent to the board to approve via the consent agenda.
- 4030 - FOIA
  - The committee considered proposed changes to Policy 4030 and recommended that the updated policy be sent to the board to approve via the consent agenda with an additional update to the organizational chart on the final page to be completed by the committee chair.
- 1035 - Legal Counsel and Professional Consultation
  - The committee considered proposed changes to Policy 1035 and recommended that the updated policy be sent to the board to approve via the consent agenda.
- 1055 - Public Participation at Board Meetings
  - The committee considered proposed changes to Policy 1055 and recommended that the updated policy be sent to the board to approve via the consent agenda.
- 1053 - Recording of Board Meetings
  - The committee considered proposed changes to Policy 1053 and recommended that the updated policy be sent to the board to approve via the consent agenda.

The following Policies were placed on the Policy Committee agenda for the July meeting.

1001, 1007, 1010, 1013, 1050, 3040

The next committee meeting was tentatively set for Monday, July 13, 2015 at 7:00 PM and the meeting was adjourned at 9:07 PM.

**What's Next? (Owner-Action Items-Deadline)**

George Kotsinis will update Policy 4030 FOIA with the latest organizational chart to be provided by staff and submit for the June board packet.

**Recommendation for Board Action, if any (state in the form of a motion[s]):**

Move that the Board approve 3060 - Standards of Public Conduct

Move that the Board approve 4010 - Friends of the Library

Move that the Board approve 4030 - FOIA

Move that the Board approve 1035 - Legal Counsel and Professional Consultation

Move that the Board approve 1055 - Public Participation at Board Meetings

Move that the Board approve 1053 - Recording of Board Meetings

\*Please keep this report to one page. Return to the Library Director no later than the Friday before the next full board meeting.