

**Elmwood Park Public Library**  
**Minutes**  
**Bylaws, Goals, Policy, Personnel Committee Meeting**  
**August 3, 2016**

1. Call to Order  
Chairperson Rivera called the meeting to order at 7:05 p.m.
2. Roll Call  
Present: Trustees John Rivera and Chris Pesko  
Absent: Trustee Elsa Volpe  
Also present: Library Director Tiffany Verzani, Assistant Director Jason Stuhlmann
3. Unfinished Business
  - a. Policy updates
    - i. Friends - Director Verzani informed the Board that the Friends do not wish to have a formal policy or contract with the Library, but would like such an agreement to be procedural. As the Friends policy was a proposed new policy and has not been approved, it has been permanently tabled and moved to procedures that shall be followed and maintained by staff.
    - ii. Food Pilot Project – Managers and staff continue to work on guidelines to allow for a more balanced approach to food use in the Library. Many staff would like to wait for the creation of a specialized area, but patron needs and requests require more immediate action. This is a goal within the Strategic Plan and will be completed in Quarter 2 (by November).
4. New Business
  - a. Policy
    - i. The committee reviewed changes required by new FLSA (Fair Labor Standards Act) rules for salary thresholds for exempt and non-exempt employees. A recommendation for status and salary changes will be brought to the Board for approval at their next meeting.
    - ii. The Program Committee will begin meetings this fall and develop a draft policy.
    - iii. The Policy timeline was shared and the addition of a 3D printer policy and volunteer policy were discussed. The policies will help in the development of programs and services listed in the Strategic Plan.
  - b. Goals
    - i. The committee reviewed a draft of the Strategic Plan Quarterly 1 report and recommended format changes. A final draft will be presented at the August Board meeting.
5. On a motion from Chris Pesko and seconded by John Rivera, the meeting was adjourned at 8:00 p.m.

  
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John Rivera, Chairperson

8/18/16  
Date