



COMMITTEE OF THE WHOLE MEETING MINUTES

A Committee of the Whole Meeting of the Board of Library Trustees of the La Grange Park Public Library District, was held on September 1, 2021 at 7:00pm, in the library, 555 N. La Grange Road, La Grange Park, IL 60526.

1. President Whitman called the meeting to order at 7:00 pm
2. Upon roll call the following were present: Trustees Whitman, Gies, Snow, Swainson, Demes-O'Brien, Donaldson. Also present were Executive Director Buckson and Meeting Stenographer Harwood. Absent: Trustee Hightower
3. Public comment: - Trunk or Treat event will be held on October 23 in our parking lot from 5-7pm. We are opening this event up to the Chamber Business as well.
 - After Labor Day our Hour will go back to normal
 - Mums pick up will be on September 11, 2021, there were 180 orders of 600 plants. Our parking lot will be closed from 8am until 10am for the delivery and set up. Mum pick up will be from 1-4pm.
 - Village Inter Government Agreement Buckson explained to the board that she meet with the Village regarding the IGA proposed to govern IPBC health insurance interactions. The Board expressed that if need be, they would like to attend a Village Board Meeting.
4. Review of Policies:
 - a) **Disclosure policy – for adoption** Pursuant to the Library's responsibilities under the securities laws, including its continuing disclosure undertakings, it is necessary and in the best interest of the Library to adopt a policy noting practices that will ensure compliance in all material respects with the federal securities laws.
 - b) **Identity Protection Policy – for Review** The Library discussed the purpose of the policy as it relates to the Identity Protection Act which requires units of local government to approve and implement an Identity Protection Policy to ensure the confidentiality and integrity of SSNs which agencies collect, maintain, and use. It is important to safeguard Social Security numbers (SSNs) against unauthorized access as SSNs can be used to facilitate identity theft.
 - c) **Confidentiality of Library records policy – for review** The La Grange Park Public Library District adheres to the Library Records Confidentiality Act (75 ILCS 70) which governs the use of the registration and circulation records of individuals.
 - d) **Public Computer policy – for review** The La Grange Park Public Library provides the public with internet enabled computer equipment as well as wireless internet for visitors using their own devices. This policy provides basic requirements for individual internet usage and regulations for use of library technology equipment. The Board discussed a few changes within this policy in regards to checking out Chromebooks for up to 2 weeks; and free printing/coping to patron with a library card. Allowing them 25 black and white pages and 5 color pages per day. Fees for a black and white copy are \$0.10 and colored is \$0.50 per page.
5. Gies Motioned, second by Snow, to approve Resolution 2021-06R to confirm a banking relationship with First National Bank of Brookfield. Approved with 5 ayes and 1 Abstain
6. Discussion of Strategic planning process for FY 2022 & beyond. Buckson went through the outline of the Strategic planning process asking Board members and staff to volunteer on this project.
7. Adjournment: Gies motioned to adjourn, seconded by Snow. All in favor. Meeting adjourned at 8:47pm