

MINUTES OF THE MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES PERSONNEL & POLICY COMMITTEE
HELD WEDNESDAY, NOVEMBER 15, 2023

I. Call to Order/Roll Call

The meeting of the Personnel and Policy Committee of the Board of Trustees of Prospect Heights Public Library District was called to order by Chairperson Kerr at 4:02 P.M.

Roll Call: Physically Present: Trustees Kerr and Peterson

Absent: None

Also Physically Present: Executive Director Todd, Assistant Director Wulf

II. Approval of Minutes

A. The minutes for the June 5, 2023 meeting of the Personnel & Policy Committee were approved by unanimous consent.

III. Public Comment

None.

IV. Old Business

None.

V. New Business

A. Review updates to the Library's Succession Plan

Trustees Kerr and Peterson asked questions about various aspects of the plan which were answered by Assistant Director Wulf and Executive Director Todd. There were no substantial changes and the Committee will recommend the Board approve the document

B. Review the Library's new Paid Leave for All Workers Policy

The Committee reviewed the policy and discussed the need to have one. There were no substantial changes and the Committee will recommend the Board approve the document

VI. Other

VII. Adjournment

There being no further business to be brought before the Committee, the meeting was adjourned at 4:29 P.M.

Respectfully Submitted,

Marianne Kerr
Chairperson, Personnel & Policy Committee