

**BARTLETT PUBLIC LIBRARY DISTRICT  
POLICY COMMITTEE MEETING MINUTES**

**Tuesday, September 25, 2018**

**6:00 p.m.**

**Location: East Conference Room**

**800 South Bartlett Road, Bartlett, IL 60103**

**630-837-2855**

The Policy Committee Meeting was called to order at 6:00 p.m. by President Barry.

The following Trustees were present: Barry, Bucaro

Also present:

Library Director, Karolyn Nance

Dina Castelvechi, Human Resources Specialist

Patron Joe Olsen

Town hall:

None

The proposed updates for the Employee Handbook were presented to the committee by Dina Castelvechi, Human Resources Specialist.

Proposed revisions are attached.

The next Policy Committee Meeting is scheduled for Tuesday, October 23, 2018.

Town Hall:

Joe Olsen's comments:

1. The Library should have a screening process for employees.
2. Opposes an increase in employee bereavement benefits from 3 to 4 days.
3. Staff receiving tuition assistance should be asked to stay on for a period of time.

**ADJOURNMENT:**

There being no further business, a motion to adjourn was made by President Barry. The meeting adjourned at 6:45p.m.