

Special Meeting
Huron Public Library Board of Trustees
October 16, 2023
5:00 p.m.

1.0 Meeting was called at the request of the Policy Committee for the purpose of providing discussion and input for the final form of the Trustee Policy Handbook which had been previously presented in draft form for member review/input.

2.0 The meeting was called to order at 5:00 pm. by President, Joe Giardina.

2.01 Roll Call:

- √ Joe Giardina, President
- √ Will Folger
- √ Pete Jackson
- √ Rob Kozar
- √ Karyn Seibel
- √ Robert Smith
- Robert Williams (excused)

2.02 Also present: Jennifer Buch, Library Director

2.03 President Giardina asked Trustee Smith to serve as clerk.

3.0 The meeting was turned over to Trustee Folger, chair of the Policy Committee, who moderated a discussion of the working draft. Corrections and clarifications were offered by members on each section of the Handbook. Additionally, requests were made for written introductions to be added where necessary and an addendum which would become a 12th section. This addendum will be used throughout the year to contain changes in policy or procedures which are changed during that current year. At the close of the fiscal year, these changes would be migrated to their appropriate section annually to provide an orderly way to keep the Library Handbook up-to-date.

Director Buch noted all the modifications and corrections and will update the draft into a final form for Board approval.

4.0 There being no further business to discuss, MOTION BY Trustee Seibel, second by Trustee Kozar to adjourn the meeting at 6:40pm.. Roll Call:

- √ Joe Giardina, President
- √ Will Folger
- √ Pete Jackson
- √ Rob Kozar
- √ Karyn Seibel
- √ Robert Smith
- Robert Williams (excused)

Joe Giardina, President

Robert Smith, Clerk *pro tem*