



**Hudson Area Joint Library  
Policy and Personnel Committee  
Meeting Minutes  
October 4, 2022 – 4:30 PM**

- 1. Call to order at 4:30 p.m. by Peterson. Roll call, certification of compliance with opening meeting laws and public record laws, and introduction of visitors and guests.**

Board members present: Peterson, Osterhues

Visitors: None

Staff: Madeline Page

- 2. ACTION ITEM:** Approve agenda

Motion by Osterhues to approve agenda

Second by Peterson

Discussion: None

**Vote Taken: MOTION CARRIED – 2 Ayes / 0 Nays**

- 3. ACTION ITEM:** Disposition of the prior committee meeting minutes

Motion by Peterson to approve minutes

Second by Osterhues

Discussion: None

**Vote Taken: MOTION CARRIED – 2 Ayes / 0 Nays**

- 4. DISCUSSION/POTENTIAL ACTION ITEM:** Collection Development Policy

Minor language edits were discussed. Full discussion delayed until November meeting.

**No action taken**

- 5. DISCUSSION/POTENTIAL ACTION ITEM:** Director evaluation

PPC discussed the evaluation and decided that Page will send a paper copy of Shelley's self evaluation to Board members with instructions concerning confidentiality and a blank copy of the evaluation. She will also email a blank evaluation so Board members can choose whether to complete the evaluation electronically or on paper. At October's Board meeting members will discuss a due date to return these to Barb.

**No action taken**

- 6. DISCUSSION:** History Room

The progress made on the History Room was discussed. There are two new volunteers who have been working with staff to organize and catalog the material. They have provided a neighboring library's History Room policy for review.

**No action taken**

**7. Future agenda items**

Collection Development policy review. Other policies to work on with a higher priority include: the History Room, Meeting Rooms, Unattended Children, Programming policy.

**8. ADOURN**

Motion by Peterson to adjourn at 5:02 p.m.

Second by Osterhues

Discussion: None

**Vote Taken: MOTION CARRIED – 2 Ayes / 0 Nays**

Respectfully submitted,

Madeline Page