

Policy Committee Minutes

March 8, 2:30pm and March 22, 10am

Present: March 2 – Marti Fiske, Bill Stroup, Kathleen Packard

Present: March 22 – Marti Fiske, Bill Stroup, Kathleen Packard, Carl Jacobs

The Policy Committee met twice during the month of March. The Committee focused on discussions regarding two new policies that take precedent over the ongoing project of reviewing the print manual and comparing it to the online version. That project will resume after the new policies are ready for the full Board review. The policies include adding a new section to Personnel regarding volunteers as well as one regarding notary services for the public. The Committee plans on having a draft ready for the full Board in April. Marti anticipates that Library will need to utilize volunteers in June or thereabouts.

The Committee did research for the creation of the volunteer policy regarding how other comparable New Hampshire libraries handled background checks. They found that there exists a wide variety of practices and that there was no standard/majority for performing a national review. In light of this, the Committee unanimously agreed that a state level background check was sufficient as long as the person had at least five years of New Hampshire residency. Other considerations were discussed, including RSA 508:17.

The Committee plans to review the staff draft of an updated Internet Use Policy as well as creating the non-monetary gifts policy in May. The joint Finance and Policy Committee is reviewing and updating the Finances section of the Policies, which includes the monetary gifts.

The next Policy Committee meeting is scheduled for April 6th at 9am.

Respectfully submitted,

Kathleen Packard, Committee Chair