

**BYLAWS/POLICIES COMMITTEE MEETING**  
**October 7, 2021 at 10:00 am**

**Present:** Marsha Kremer, Chair; Eunice Semple, Board Member; Dave Ruff, Executive Director; Mary Constance Back, Jennifer Collette, Steve Rossi, Mary Sebela, and Kristin Troy

**Absent:** Lucia Khipple

**I. Call to Order**

The Bylaws meeting was called to order at 10:00 A.M.

**II. Approval of Minutes**

Dave Ruff moved that the minutes for the September 16, 2021, meeting be approved. Following the opportunity for discussion, on a voice vote, the motion was unanimously approved.

**III. Floor Open to the Public**

The meeting was open to the public for up to 20 minutes. No one from the public was in attendance.

**IV. Unfinished Business**

There was no unfinished business.

**V. New Business**

**A. Annual Review of Library Policies**

Purchasing Policy

1. Update purchasing limit from \$4,000 to \$5,000
2. Update purchasing range from \$4,000 to \$5,000

Small Group Meeting Room Policy

3. Add the phrase “not to exceed 2 hours per day” at the end of the sentence.
7. Reorder so that (7) is moved up to (4)
4. Add the phrase “Advanced reservations are limited to 2 times per week.”

**B. Other New Business**

No other new business or meetings needed this year.

**VI. Adjournment**

Steve Rossi moved that the meeting be adjourned at 10:20 A.M. On a voice vote, the motion was unanimously approved.

Approved \_\_\_\_\_ Date \_\_\_\_\_