

Greenville Public Library Policy and Personnel Committee Meeting
Greenville Public Library
414 West Main Street
Greenville, Illinois 62246
Monday, August 16, 2021
1:30 pm
Minutes

1. Call to Order: Chair Cindy Catron called the meeting to order at 1:30 pm.
2. Roll Call: Committee members present: Jane Wilhite, Chance Vohlken, Cindy Catron. Also present: Board president Dale Martin and Director Jo Keillor.
3. Public Comments: No public comments.
4. Policies or Issues to be considered:
 - The committee read through the pages of the Policy Manual. We corrected the necessary updates and any inconsistencies we saw. Dale will check to see if he has the file for the Policy Manual on his computer and let us know.
 - We discussed whether the section on Sexual Harassment should be located in the Personnel section or in its own Appendix. Jane Wilhite volunteered to read through other sections and give us feedback.
 - Dale Martin volunteered to look through the Library Materials section and make those corrections.
 - Chance Vohlken volunteered to check on the number of sick days that can be accrued by an employee still on probation.
5. Unfinished business: This meeting will continue at the next meeting on Monday, August 23, 2021.
6. Adjournment: Jane Wilhite motioned to adjourn. Chance Vohlken seconded the motion. Approved 3-0. The meeting adjourned at 3:00 pm.

Submitted by Cindy Catron