



Loutit District Library

Expanding Horizons. Enriching Minds. Engaging Community

Policy Committee Meeting

Minutes
June 16, 2020

Meeting conducted via Zoom due to library closure.

Committee members present: Lannon (Chair), Belter, Boyer, Derdowski, De Young, and Martin

Committee members absent: Menerick

Also present: Michelle Moore

Chair Lannon called the meeting to order at 3:35pm.

1. Public comment -- None.
2. Approval of Minutes from meeting of January 14, 2020.

Motion by Belter, second by De Young, to approve the January 14, 2020, committee meeting minutes as presented. Roll call vote.

Yes: Belter, Boyer, Derdowski, De Young, Lannon and Martin.

No: None.

Motion carried.

3. Cell Phone Reimbursement Policy

The FY20/21 budget includes a proposal to reimburse certain staff members for a portion of their personal cell phone monthly fee for performing work activities on their phone. Discussion of a proposed policy to guide staff on implementation followed.

Suggested additions to the proposed policy were:

- 1) Include that phone must be a smart phone – capable of sending/receiving texts, emails, video, etc.
- 2) This policy to be reviewed annually as part of the library budget process. Reimbursement amount to be determined annually.

Martin to prepare memo on which staff members are eligible and what their reimbursement will be for the July board meeting.

Motion by Belter, second by De Young, to recommend to the Board approval of the Cell Phone Reimbursement Policy as amended at the July 7, 2020, Board meeting. Roll call vote.

Yes: Belter, Boyer, Derdowski, De Young, Lannon and Martin.

No: None.

Motion carried.

Meeting adjourned at 3:50 pm

Respectfully submitted,
John Martin, Library Director