

**Berwyn Public Library Policy and Personnel Committee Minutes**  
**Tuesday February 20, 2018**  
**Berwyn Public Library Board Room**

**Call to order**

The meeting was called to order at 6:03 PM

**Roll Call**

Board Members, Jill Bambenek, Maria Salinas, ~~Cindy Hayes~~, and Interim Library Director Tammy Sheedy

**Computer Room Usage Policy**

Committee reviewed the updated Computer Room Usage Policy and approved sending it to the Full Library board for Approval

**Credit Card Usage Policy**

The Committee reviewed the proposed Credit Card Usage Policy and agreed to send it to the Full Library Board for Approval

**Vacant Positions**

The Committee reviewed the vacant positions

1. Library Assistant I Audio Visual (20 hrs.) – approved to send to Full Library Board
2. Collection Management Page (15 hrs.) – approved to send to Full Library Board
3. Collection Management Librarian II (40 hrs.) – approved to advertise for position but not hire until the job description was reviewed by committee and approved by Full Library Board

**Adjournment**

The meeting was adjourned at 6:45 PM.