

MEETING OF THE POPLAR CREEK PUBLIC LIBRARY DISTRICT POLICY COMMITTEE

Tuesday February 7, 2017

6:30 p.m.

Mercedes A. McGowen Board Room

1. Call to Order-Trustee Khaja Moinuddin called the meeting to order at 6:30 p.m.
2. Roll Call-President McCreary, Trustee Hulke, Trustee Moinuddin and Executive Director Debra Stombres
3. President McCreary moved and Trustee Hulke seconded a motion to approve the minutes of the policy committee meeting of January 12, 2017.

Roll Call Ayes Hulke, Moinuddin and McCreary
 Nays

Motions Passed

4. Review Policies and Finalize for Board Approval
 - a. Study Room Policy-discussed and approved
 - b. Purchasing Policy-discussed and approved
 - c. Credit Card Policy-discussed and approved
 - d. Draft PCPLD FOIA Policy with request form-discussed and approved
 - e. Fixed Asset Policy-discussed and approved
 - f. Fund Balance Policy-discussed and approved
 - g. PCPLD Draft paid holiday policy for Employee Manual-Tabled

5. Public Comments-None

6. Trustee Hulke moved and President McCreary seconded a motion to adjourn to the next policy committee meeting of March 9, 2017.

Roll Call Ayes Hulke, Moinuddin and McCreary
 Nays

Motion Passed

Adjourned at 7:18 p.m.

Khaja Moinuddin
Committee Chairperson

Deborah Muscarello
Administrative Assistant