

Rockford Public Library  
Policies & Services Committee  
Tuesday, March 12, 2024  
Large Multipurpose Room RPL Nordlof Center

**MINUTES**

Committee Members Present: Molly Brauns, Dennis Horton, Colleen O'Brien, and via virtual Janet Moore

Committee Members Absent:

Staff Present: Lynn Stainbrook

1. Vice President Molly Brauns called the meeting to order at 12:00 pm. A quorum being present, the meeting continued.
2. Public Speakers: None.
3. Library Statistics: Director Stainbrook reported that the Customer Counts continue to grow at all locations. Discussion followed.
4. Affirm Policy 1.2 Mission Statement: Director Stainbrook introduced an edited version of the RPL Mission statement. The policy has not been updated since 2016. The committee liked the changes, but as Vice President Brauns indicated, felt the Mission Statement should be brought before the full Board for discussion and approval. Vice President Brauns asked for a motion from the P&S Committee to move the proposed new mission statement to the Committee of the Whole for further review and approval. The motion was made by Dennis Horton and seconded by Colleen O'Brien. By voice vote, the motion passed unanimously.
5. Affirm Policy 1.3 Vision Statement: Director Stainbrook introduced an edited version of the vision statement to the committee. The policy has not been updated since 2016. Discussion followed and additional edits made by the committee were included in the policy. A motion to approve the edited vision statement was made by Janet Moore and seconded by Dennis Horton. By voice vote, the motion passed unanimously.
6. Approve Changes to Policy 1.4 Guiding Principles: Director Stainbrook introduced an updated version of Policy 1.4 to the committee. Discussion followed. The committee made additional edits. A motion to approve the amended policy was made by Janet Moore and seconded by Colleen O'Brien. By voice vote, the motion passed unanimously.
7. Approve Changes to Policy 5.1 Meeting Room Use: Director Stainbrook introduced an edited version of Policy 5.1 to the committee after working with staff to determine what additions and deletions needed to be made. Discussion followed. The committee made additional edits. A motion to approve the amended policy was made by Dennis Horton and seconded by Colleen O'Brien. By voice vote the motion passed unanimously. Vice President Molly Brauns requested that the policy be reviewed by Library Counsel.
8. Unfinished business: Vice President Brauns discussed volunteer opportunities at RPL. She indicated that in 2016 a policy was created for volunteers, but it has been under-utilized, and would like to see it expanded. Discussion followed.

9. New Business: none

With no further business, the meeting adjourned at 1:12 p.m.

The next regular meeting of this committee will be Tuesday, April 9, 2023, at 12:00 p.m. in the Large Multipurpose Room, RPL Nordlof Center, 118 N. Main St.

Mary Pat Muzzarelli  
Recorder