

Rockford Public Library
Policies & Services Committee
Tuesday, August 12, 2025
Boardroom, Main Library, 215 N. Wyman St.

MINUTES

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

Committee Members Absent: none.

Staff Present: Anthony Cortez, Anne O'Keefe, D'awanna Mims, Brook Loomis, Bridget Finn

1. With a quorum present, Vice President Brauns called the Policies & Services Committee meeting to order at 12:00 pm.
2. There were no public speakers present.
3. Library Statistics[discussion]: Vice President Brauns and the committee discussed Classes and Events, monthly branch attendance and turnover stats. Trustee Moore inquired about the decline in attendance at one of the branches in July. Discussion followed.
4. Approve Maker Lab Policy [action]: Executive Director Cortez introduced the new policy to the committee with edits provided by Board Attorney John Rearden. Discussion followed. The committee asked that a release form for the Maker Lab, protecting the Library from any liability, be created. The Maker Lab Policy will also be posted in the Maker Lab for customers to access. A motion to approve the Maker Lab Policy was made by Janet Moore and seconded by Colleen O'Brien. By a unanimous voice vote the policy was approved.
5. Rockford Public Library Foundation Report [discussion]: Trustee Janet Moore, Foundation Liaison, and Brook Loomis Development Director reported to the committee on upcoming events and the progress of the second mobile library. Discussion followed.
6. Staff Reports: Executive Director Cortez spoke about the Montague Branch report, highlighting the good things that are taking place at the branch.
7. Unfinished Business-None
8. New Business- None

At 12:38 pm, Vice President Brauns adjourned the meeting.

Respectfully,
Mary Pat Muzzarelli