

Personnel and Public Relations Committee

Meeting, August 1, 1985

Minutes

Present were Janna Lutovsky and Reba Jackson, Chair. Also present, ex officio, was Marshall Susler, President, and Robert Dumas, City Librarian.

The meeting was called to order at 7:00 p.m. in the Board Room by Mrs. Jackson.

The Committee had had referred to it for consideration a change in the By Laws to provide for the conversion of the Ad Hoc Committee on Evaluation and Goals to a standing committee charged with these duties. After discussion of the duties of the Committee and the question of size of the Committee, it was decided to recommend that the By Laws of the Board of Directors be amended in Article 4. COMMITTEES by substitution for the present article the following article:

Article 4. COMMITTEES:

The following standing committees shall be appointed by the President to serve for one year and shall consist of a chairman and three other members:

Committee on Finance and Properties  
Committee on Personnel and Public Relations

The duties of each of these committees shall be such as are associated with its name and related policies or shall be committed to it by action of the President with the advice and consent of the Board.

In addition there shall be a standing committee denominated the Goals and Evaluation Committee consisting of the Chairmen of the Finance and Properties Committee and the Personnel and Public Relations Committee and three other members with the Chairman selected by the President. The duties of this committee are to formulate Library goals and to evaluate the City Librarian and to recommend to the Board on such goals or evaluation.

Special committees for the study and investigation of special problems may be appointed by the President, such committees to serve until completion of the work for which they were established.

The second item on the agenda stems from a request received by Mrs. Moore two months ago relating to borrowing privileges for

non-resident Richland College students. The caller was a faculty member of Richland, Ione Jones, and Mrs. Moore suggested Mrs. Jones get in touch with the City Librarian which she has done.

The present policy provides for such students to have borrowing privileges by providing a deposit to be returned (less accrued fines or other charges) when card is surrendered at end of the semester. Mrs. Jones advises that Richland College is willing to assume responsibility for unpaid charges in lieu of the student leaving a deposit. Mr. Dumas informed that a number of years ago the Board had expressed a willingness to have a similar arrangement with Millikin University and he recommended a change in present policy to provide for a waiver of the deposit if Richland or another institution accepted responsibility for delinquent charges accruing to one of their registered students. Mr. Susler remarked that such an agreement should be in writing and the Committee after further discussion voted to recommend that

The Code of Library Policy be amended in Article II, "Circulation of Library Materials", paragraph A. "Registration" by adding the following language to Section 3(e)ii (exceptions to the fee requirement):

- ii. ... This deposit may be waived provided the institution at which the student is registered agrees in writing to assume financial responsibility for delinquent charges or fees incurred by one of its registered students.

The meeting adjourned at 8:30 p.m.

