

## Services Committee Minutes

6/2/2025 • 5:30 PM

Attendance: Katie Sheehan (Chair – Vice President), Camie Engel (Secretary),  
Mari Harris (Trustee), Jill Dugas-Hughes (Director),  
Jenna Schmonskey (Administrative Assistant)  
Excused: Charlie Pensabene (President)

### ACTION ITEMS:

1. Programming Policy (amendments)
2. Library Card Policy (amendments)
3. Collection Management Policy (amendments)
4. Succession Planning & Board Matrix

#### 1) Programming Policy (distributed 2/27):

The committee discussed policy guidelines like whether to allow presenters to sell their products at library sponsored programs, and whether to restrict residency when attendance is limited.

**Motion:** The Services Committee moves to recommend the approval of the [programming policy](#) as amended.

#### 2) Succession Planning & Board Matrix:

The Trustee Recruitment AdHoc Committee met and ultimately agreed that it made the most sense to wait until the annual library election in November to elect new trustees, rather than bring in a new board member for such a short time. The Trustee nomination packets will be available on July 15. October 20 is the deadline for the Trustee packets.

The Services Committee is exploring the idea of hosting a “Meet the Trustees” Open House event in September.

#### Next Meeting Action Items:

- Collection Management Policy (distributed 2/27)
- Library Card Policy (distributed 2/27)
- Protecting Vulnerable Populations Policy (TBD)
- Succession Planning & Board Matrix