



Rosemarie Shrewsbury, Interim Director. Margaret Connolly, Chair  
 Dedham Public Library Sarah Santos, Vice Chair  
 43 Church Street Tracy Driscoll  
 Dedham, MA 02026 Mary Ann Sliwa  
 781.751.9281 Monika Wilkinson

<b>DPL TRUSTEES MEETING MINUTES</b>	
<b>AUGUST 27, 2019, ENDICOTT LIBRARY, 6:00 PM</b>	
<b>MEETING CALLED BY</b>	Board of Library Trustees, Dedham
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>CO-CHAIRMEN</b>	Margaret Connolly and Mary Ann Sliwa
<b>SECRETARY</b>	Monika Wilkinson
<b>ATTENDEES</b>	Margaret Connolly, Tracy Driscoll, Mary Ann Sliwa, Monika Wilkinson, Rosemarie Shrewsbury,
<b>PUBLIC ATTENDEES</b>	Lisa Desmond

The August 27, 2019 meeting of the Dedham Library Board of Trustees was called to order at 6:02 pm by Co-chair Ms. Sliwa.

**Public Input:**

None

**Discussion and Vote: Public Code of Conduct**

Ms. Sliwa opened discussion of a Public Code of Conduct policy. She noted that Rob Favini, Head of Library Advisory and Development at the MBLC, provided guidance and assured that there is a “rich tradition” of policy sharing. She noted that trustees had been reviewing a variety of policies from other libraries and focused on that of Boston Public Library.

Ms. Connolly noted that Boston Public Library’s policy was very comprehensive, but Trustees could adapt it to the needs of the Dedham Library. Ms. Wilkinson noted that the Lincoln Public Library policy had wording that might be helpful when adapting.

Ms. Driscoll noted that policies are living documents and evolve. She remarked that a conduct policy approved in 2013 was not the first. She questioned whether that policy was on the website as it should be. She also noted that the policy should be posted in the library.

Ms. Shrewsbury stated that we may still have the previously written policy from the S drive. Content on the website was removed, but she still has access to it.

Ms. Wilkinson noted that it appears common for libraries to list on a current version the approval dates for various iterations of a policy. She suggested indicating the dates of revision on any Dedham Public Library policy so that patrons can see there was reconsideration of the policy over time.

Ms. Sliwa asked Ms. Shrewsbury if she could share the earlier versions of policies with the Trustees.

The Trustees then went through the Boston Public Library and the Lincoln Public Library Code of Conduct policy by sections and discussed elements and wording as they relate to the Dedham Public Library.

Ms. Driscoll noted that the goals of the policy are to make everyone feel safe and avoid putting the library in legal jeopardy. She commented that training might be needed for staff to diffuse and address difficult situations.

Trustees took note of issues for future consideration with the Technology Use Policy, pointing to the consumption of food and drink as well as disruption and noise levels. They also discussed the need to consider language around animals in the library, noting that programming sometimes included animals.

Ms. Driscoll noted that the policy wording could be brief and refer patrons online for more information in some sections such as enforcement.

Ms. Sliwa commented that the Library has not been consistent and thorough with postings to the website and that information is missing. She emphasized that we need to have complete information there.

Ms. Connolly agreed. She also said we could have a hard copy of policies on hand in the office.

Trustees briefly discussed options for the distribution of the policy.

**Vote:**

Ms. Wilkinson made a motion to accept the revisions of the Patron Code of Conduct to create a Public Code of Conduct policy as discussed. Ms. Sliwa seconded the motion. All voted in favor.

Ms. Connolly made a motion to adjourn at 7:18. Ms. Wilkinson seconded the motion. All voted in favor.

**Next Meeting:**

Tentatively the next meeting is scheduled for September 5, 2019 but may be rescheduled due to the start of Director Ryan Brennan.

Respectfully submitted,

Monika Wilkinson