

**OCPL Board of Trustees
Policy Committee Meeting**
June 1, 2026
Minutes

IN ATTENDANCE:

Jill Hurst-Wahl, Chair
Ellen James Mbuqe
Mary Coughlin
Amanda Perrine, Executive Director

The meeting was called to order at 2:12 p.m.
July Meeting- date moved to July 13 at 3:00pm

Financial Policies

- Draft a policy that states finance policies will point to county policies; Amanda will draft this for first consideration.
- The Finance Committee will draft any needed finance policies.
- The Finance Committee will also determine whether a policy regarding trustee funds is needed.

Personnel Policies

- Amanda will review existing personnel policies to determine whether any are missing. The Committee will revisit this topic at the next meeting.

Social Media Policy

- The Committee reviewed the draft policy and discussed several aspects of the policy. Jill will revise the draft based on the discussion and request feedback. The policy will return to the Policy Committee in July to finalize.

Privacy and Confidentiality

- Jill shared that this topic was covered in the recent NYS Library (NYSL) webinar. The webinar recording is available for viewing for 30 days, along with the presentation materials titled Confidentiality of Library Records Policy (PPT).
- The current 2014 policy will need to be updated. Relevant New York State legislation includes Article 45, Section 4509.
- Committee members will review the webinar materials, presentation, and related resources to draft an updated policy at the next meeting.

Next Meeting

The next Policy Committee meeting will be on July 13, 2026, at 3:00 p.m. (*note time change*) in the Board Meeting Room at the Central Library.

The meeting adjourned at 3:02 p.m.