

**OCPL Board of Trustees  
Policy Committee Meeting  
July 13, 2026  
Minutes**

**IN ATTENDANCE:**

Jill Hurst-Wahl, Chair

Mary Coughlin

Amanda Perrine, Executive Director

The meeting was called to order at 3:02 p.m.

**Policies Requiring Collaboration with OCPL Leadership**

Amanda will communicate with the appropriate individuals regarding the following policies:

- Privacy & Confidentiality Policy – ILS Committee Chair
- Crisis Communications Policy – Communications Team
- Patron Complaint Policy – Determine whether this should be a procedure or policy.
- Reconsideration of Library Materials Policy – Leadership Team
- Inclement Weather Policy – Determine whether the policy should align with the County's policy. Amanda will follow up.

**Policies Requiring Collaboration with the Finance Committee**

The following policies will be drafted in collaboration with the Finance Committee to provide expertise and guidance:

- Gift/donation policy
- Restricted gifts
- In-kind gifts
- Board approval thresholds
- Branch donations

**Friends of the Central Library (FOCL) Memorandum of Understanding (MOU)**

The Committee discussed whether development of the FOCL MOU falls within the responsibilities of the Policy Committee. Jill will discuss with Sam.

**Social Media Policy**

The Committee reviewed the draft Social Media Policy. Jill will revise the draft based on the Committee's feedback. The revised policy will be reviewed at the August meeting.

**Trustee Required Training Policy**

Jill shared a sample policy for discussion. She will revise the draft based on the Committee's feedback, members will review before the next meeting.

**Construction Grants**

The Committee discussed whether the construction grant process should be addressed

through a policy or a procedure. Amanda will ask Amanda S. to draft a policy outlining the construction grant process, including guidance for situations in which awarded funds are not spent.

**The next Policy Committee meeting will be on August 3, 2026 at 3:00 p.m. in the Board Meeting Room at the Central Library.**

**The meeting adjourned at 3:58 p.m.**