

**St. Joseph Township-Swearingen Memorial Library Board of Trustees
Policy and Planning Committee Meeting
Minutes of the Monday, February 9, 2026 meeting:**

Members present: Dawn Huls (President), Rick Ingram, Jessica Kerner (Secretary)
Others present: Susan McKinney (Librarian)
Absent: None

Call to Order

Huls called the meeting to order at 6:07 pm.

Introduction of Visitors

None

Old Business

Long Range Plan: Wording of the long range plan was reviewed and revised. We will review this policy annually around the February meeting. Kerner moved to present this to the board at the February meeting. Ingram seconded it. Yes: Huls, Ingram, Kerner. The motion carried.

Break Policy per New Illinois Employer Law: Policy of paid breaks was reviewed and revised to meet the state law. Huls moved to present the changes on Section 7 to the board at the February meeting. Kerner seconded it. Yes: Huls, Ingram, Kerner. The motion carried.

New Business

Huls brought up issues with the current policy wording in other instances, and it was discussed whether other changes need to be made to the Library Policy Manual.

The Planning and Policy Committee plans to meet on July 13th at 6:00 pm to review the Policy Manual in depth.

Adjournment

Kerner moved to adjourn the meeting. Huls seconded it. Roll Call vote: Yes: Huls, Ingram, Kerner. The motion carried.

The meeting was adjourned at 7:02 p.m.

Respectfully submitted,

Jessica Kerner, Secretary