

**RAILS**  
**REACHING ACROSS ILLINOIS LIBRARY SYSTEM**  
**Policy Committee Meeting**  
**August 11, 2017**

**Minutes**

1. Call to Order and Roll Call

Committee Chair Kate Hall called the meeting to order at 12:34 p.m. at the Burr Ridge Service Center.

Present at Burr Ridge: Kate Hall,

Via Telephone: Sue Busenbark, Laura Turner

Quincy Public Library: Judy Crocker

Others Present at Burr Ridge: Dee Brennan, Jane Plass, Emily Fister

2. Adoption of Agenda

Ms. Busenbark moved for the adoption of the agenda; Ms. Turner seconded and the motion was unanimously approved.

3. Approval of Minutes:

Ms. Turner moved for the approval of the minutes for the April 24, 2017 Policy Committee Meeting; Mr. Crocker seconded and the motion was unanimously approved.

4. Policy Committee Chair Report

Ms. Hall had no report.

5. FMLA policy changes

Ms. Brennan explained that staff is suggesting changes in the current FMLA policy which requires employees to exhaust their paid leave, sick and vacation time, before unpaid medical leave kicks in. The major changes are:

-Six weeks of paid family leave, formerly 12 weeks of unpaid leave

-Expansion of reasons/criteria for leave

-Change in FMLA from running concurrently with paid leave to consecutive with paid leave

The changes are more sensitive to the different family situations and health issues that may arise in today's world. The changes give employees options and lets them make the decision to manage the leave they earn and are eligible for. The committee had some questions about sustainability for the budget, if temporary staff needs to be hired to assist with workload of the person on leave. The committee made some changes to the draft policy:

- Deleting one year of service requirement
- Deleting 50% pay for part time employees

- adding option for intermittent leave
- adding and naming leave entitlements to “coordination with other policies”
- deleting non-extension of leave if a holiday occurs during paid leave

Ms. Busenbark moved and Ms. Crocker seconded that the policy be recommended to the full board for approval with the changes per the committee discussion.

A roll call vote was taken: Ayes: Kate Hall, Laura Turner, Sue Busenbark, Judy Crocker.

Nos: none. The motion was approved.

6. Next Meeting and Future Agenda Items

Updates need to be made to other related polices: – vacation, sick, bereavement and personal leave policies.

7. Adjourn

The meeting was adjourned at 1:21 p.m.