

**MEETING MINUTES OF THE DIXON PUBLIC LIBRARY BOARD OF TRUSTEES BY-LAWS,
POLICY, and PROCEDURES COMMITTEE**

Tuesday, May 26, 2026

In attendance: Nikki Graff, Carol Linkowski, Kevin Marx, and Exec Director Kathleen Schaefer

Absent: None

Meeting Location: TAD Room, Lower-Level Dixon Public Library

CALL TO ORDER

President Marx called the meeting to order at 10:30am.

AUDIENCE PARTICIPATION

Citizens Present: None

Citizens' Comment: None

New Business:

1. At the request of City auditors, the Committee met to review a proposed policy for the management of invested funds under the control of the Library Board. Kathleen led the Committee through the draft policy. After discussion and several proposed changes, the Committee recommended consideration and approval of the policy by the Board of Trustees.
2. The Committee then reviewed the Library's written guidelines for documentation of Closed Sessions which may be called for consideration of specific issues as allowed by law. The discussion was prompted by suggestions offered by the City Clerk after the Board's last Closed Session. After discussion of proposed changes, the Committee recommended consideration and approval of the revised document by the Board of Trustees.
3. President Marx asked the Committee members to also act as the Nominating Committee for upcoming Officer Elections. Not hearing significant resistance, the Committee appointment will be formalized at the next Board meeting.
- 4.

The meeting was adjourned at 11:15am.

Respectfully submitted,

Kevin Marx, secretary pro-tem