



**Policy Subcommittee Meeting
Meeting Minutes, November 26, 2019**

Library Trustee Elaine Plettman called the meeting to order at 3:22 p.m.
Present at the meeting were Trustee Elaine Plettman and Library Director Sue Arthur.

The draft Special Collection Development Policy was reviewed.
The draft Materials Selection Policy and supporting documents were discussed. Further revisions will be discussed at a later Policy Subcommittee meeting.
The Fax Machine Policy was reviewed. Revisions were drafted.

The meeting was adjourned at 4:32 p.m.

Respectfully submitted,

A handwritten signature in red ink, appearing to read "Elaine Plettman", is written over a horizontal line.

Elaine Plettman
Chair, Policy Subcommittee