



AGENDA – POLICY COMMITTEE MEETING  
HIGHWOOD LIBRARY BOARD OF TRUSTEES  
Thursday February 27, 2025 at 1:00 pm

1. Call to order
2. Roll call
3. Approval of previous minutes
4. Scheduled Policy Review:
  - a. Records Retention / Electronic Records
  - b. January: Confidentiality, Material Posting
  - c. February: Soliciting and Selling, Meeting Room, Records Disposal
  - d. March: Bloodborne Pathogens, Emergency Response
5. Old Business
  - a. Personnel and Contractor Policy
  - b. Access Control Policy
  - c. HotSpot / Devices Loan
6. New Policies
  - a. Social Media
7. Additional policies and topics
8. Adjournment

Board of Trustees

Lucy Hospodarsky, President • Janell Cleland, Vice President • Catherine Regalado, Secretary • Nora Loreda, Treasurer

Trustees: Bertha Chavez, Paul Martinez, Jason Muelver, Nancy Pastroff

Laura Ramirez, Executive Director [director@highwoodlibrary.org](mailto:director@highwoodlibrary.org)

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