

MINUTES POLICY AND PLANNING COMMITTEE MEETING

October 9, 2012, 7:00 p.m.

Members: Elizabeth Letterly, Chair
Janet Hasten
Betsy Mahoney
Joshua Mikeworth
Jim Matthews
Ellen Popit, IHLS Representative.

The meeting was called to order at 7:01 p.m. All members of the committee and Ellen Popit, IHLS Representative, were in attendance.

The minutes of the July 18, 2012, meeting were approved without correction.

Ellen spoke about the omission of a phrase from Item 10 of part IV, the LLSAP policy, of the Resource Sharing Policy, that was approved at the July 2012 Board meeting – “a cost effective, ongoing membership fee.” This phrase had been included in the document that was approved at June's Board meeting but had been left off when the additional item, Item 17 covering LLSAP reports to the Board, and language changes to Section V , Vendor Discounts and Group Purchases, were presented to the Board for approval. Basically, because the phrase was part of the original approved document, the matter can be included at the October Board meeting as part of the report by the Policy and Planning Committee and needs no further action.

The committee reviewed the Policy ON MEETINGS via ELECTRONIC MEANS and the draft additional language covering both open meetings and closed meetings if V-TEL equipment fails. Discussion centered on concerns about closed meetings and maintaining the confidentiality of closed meetings if the V-TEL goes down. How detailed should the policy be? How does the Board verify that it truly is continuing as a closed session with speaker phones? Are there ways to ensure this without compromising the Open Meetings Act? Are there additional security features using Adobe Connect that would permit this?

The committee approved the draft additions to the policy as it was written, with the stipulation that it be brought to Phil Lenzini for review and comment before presenting it to the Board at the October meeting for approval.

There was no new business or announcements.

The meeting adjourned at 7:30 p.m.

