

**Middletown Public Library  
Policy Review Committee  
Minutes of Meeting – October 24, 2007  
Middletown Public Library  
700 West Main Road  
Middletown, Rhode Island**

**Present: Holly Levine, Chair; John W. Grisham; James K. Knowlton,  
Library Director;  
Noel Whitehurst.**

**Committee Members Absent: None**

**--Meeting called to order at 6:05 P.M. by Holly Levine, Chair.**

**--Disposition of Minutes: Meeting minutes of October 10, 2007  
presented. Motion to approve as submitted made, seconded and  
unanimously carried.**

**--Holly Levine reported that all existing Library policies and proposed  
revisions thereto are being reformatted into a common font. The  
Committee hopes to have this task accomplished in time for the next  
meeting of the Trustees on November 15th. Noel Whitehurst  
informed the Committee that the Union is in the process of reviewing  
the proposed new policies and updates. The Committee's members**

**discussed the Library's proposed Circulation Policy, with minor stylistic changes recommended for purpose of clarification. Wording also changed to reflect the transition from CLAN to OLIS, and to include information on the availability of zoo and museum passes through the Library.**

**--Consideration of changes to other existing Library policies deferred.**

**--Motion made to recommend adoption of the proposed new Circulation Policy and submit the same for consideration by the full Board of Trustees at its meeting of November 15th. Duly seconded and unanimously carried.**

**Announcements:**

**--Further Committee meetings will be upon request of the Director or the Board of Trustees in the event that additional policy changes are required.**

**--Motion to adjourn duly made, seconded, and unanimously carried.  
Meeting adjourned at 6:55 P.M.**

**Respectfully submitted,**

**John W. Grisham,**

**Secretary,  
Policy Review Committee**