1. Introductions of Committee member, temporary members, and Board Members
   a. Review of accomplishments
      i. Bylaws, Financial policies
      ii. Board requested collection management policy
2. Explanation of committee
   a. Committee is a committee of the LBOC so must meet in person and is open to the public and members of the board
   b. Temp members join the committee on an as needed basis, for different sections of policies
   c. Board members can make recommendations, but can’t vote on anything at the committee meetings
   d. Emily Couvian from District attorney’s office reviews all the policies
3. Google Drive
   a. All members will be added to the Chapter 4 google drive
   b. Print copies available on demand
4. Materials we will utilize
   a. Intellectual Freedom manual
   b. Weeding Handbook
   c. Course from Theresa Chmara
   d. Sample policies from other libraries in Louisiana and around the country that have similar size populations.
5. Collection Management
   a. Introduction possibly include Founding documents
      i. Code of Ethics for ALA - Adopted by library board
      ii. Library Bill of Rights
      iii. Freedom to Read
      iv. Library Bill of Rights and Freedom to Read wording used in Chapters 2 & 3, but not fully adopted
   b. St. Tammany Parish Demographics or outline of the community
   c. Sections to include -
      i. Purpose
      ii. Selection Criteria
      iii. De-Selection Criteria
      iv. Non-book & Special Materials Criteria
      v. Challenged Materials
d. Create an explanation based on materials
e. Explain about ILL and other ways to get materials

6. Homework
   a. Look at sample policies to see if something else needs to be included
   b. Brent - Upload founding Documents
   c. Sarah - upload census information or description of community

7. Next Meeting
   a. Discuss Founding Documents and Demographics
   b. October 12, 2022 @ 2 pm @ Causeway