

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

July 10, 2024 ; 7:30p.m.

Winfield Public Library, 0S291 Winfield Rd., Winfield, IL 60190

I. Opening

Brown called the meeting to order at 7:30 p.m.

II. Roll Call

Present: Brown, Ables, Johnson, Hjerpe, Kenyon, Vanco; Johnson arrived at 8:15.

Absent: Tenyak-O'Connor

Also present: Debbie Linhart, Winfield Library Friends; Matthew Suddarth, library director.

III. Items to be removed from Consent Agenda for Separate Discussion

None.

IV. Consent Agenda

A. Approval of minutes of the June 12, 2024 meeting

B. Financial report

C. Approval of bills

Hjerpe moved to approve the consent agenda. Ables seconded. All present voted in favor.

V. Communication & Correspondence

Suddarth presented the 2023 final tax levy extension and the 2024 Good Old Days parade registration form.

VI. Citizens to Speak

Debbie Linhart spoke about the Winfield Library Friends activities.

VII. Reports of Standing Committees

None.

VIII. Trustee Reports

None.

IX. Library Director's Report

Suddarth highlighted a few items from his written report.

X. Old Business

A. Harassment Policy – the consensus of the board was to review this at the August meeting.

B. Circulation Policy

Suddarth presented a change to the policy to allow reciprocal borrower to register their cards using "E-Wallet" or a photo of the card in addition to their physical card.

Additionally, a change was made to require patron's whose cards are lost or stolen to be responsible for any fees or fines incurred at not only the Winfield Public Library but also other libraries. Hjerpe moved approval of the policy as changed. Ables seconded.

Ayes: Brown, Ables, Johnson, Hjerpe, Kenyon, Vanco

Nays: None

Absent: Tenyak-O'Connor, Johnson

XI. New Business

- A. Long Range Plan – the consensus of the board was to postpone this item until the August meeting.
- B. Policy
 - i. Bloodborne Pathogens

Several editorial changes were made to the policy. Ables moved acceptance of the policy with the changes and Vanco seconded the motion.
Ayes: Brown, Ables, Johnson, Hjerpe, Kenyon, Vanco
Nays: None
Absent: Tenyak-O'Connor, Johnson
 - ii. Interlibrary Loan

The board reviewed the policy and made no changes.
- C. iLEAD Trustee Training

Several trustees had trouble accessing the website. It was the consensus of the board to postpone review until the August meeting.
- D. Serving Our Public: Chapter 5 – Building Infrastructure and Maintenance

The board reviewed the chapter.

XII. Other Announcements/Comments

- Brown asked Suddarth to resend the information to the board regarding the webinar about hiring a new library director and asked everyone to view the webinar.
- Johnson discussed the upcoming Good Old Days parade. She is willing to coordinate the library's entry again this year. She needs at least 6 people to walk in the parade. The library's entry will have the banner with the library's name and balloons that spell "READ."
- Suddarth reminded everyone that the new Library Laws books were in their folders along with a USB copy.

XIII. Adjournment

On a motion made by Kenyon and seconded by Ables, the board adjourned at 8:26 p.m.