

**MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
April 21, 2004**

I. Roll Call

Carol Tenyak-O'Connor called the meeting to order at 7:30 p.m. with the Pledge of Allegiance. The roll call was taken as follows:

Present:	Not present:
Carol Tenyak-O'Connor	None
Peter Dopper	
Karen Hannah	
Kirk Edwards	
Linda McNamara	
Robert Brown	
Michael Belica	

II. Minutes

The minutes from the March 17, 2004 meeting were reviewed and on a motion made and seconded the Trustees approved the minutes as amended with abstentions by Robert Brown and Michael Belica

III. Communication and Correspondence

Matthew Suddarth reported the following:

- A. A letter from attorney Roger Ritzman concerning district library referenda.
- B. Receipt of the Treasurer's Bond
- C. Information about upcoming programs for Trustees

IV. Citizens to Speak

None

V. Financial Report

The financial report was reviewed and accepted subject to audit.

VI. Approval of Bills

The disbursements for the month of April were reviewed and on a motion made and seconded the Trustees unanimously approved the bills as presented.

VII. Report of the Standing Committees

- A. Finance – The working budget for FY 04-05 was presented and reviewed.
- B. Administration & Personnel – Review of staff salaries tabled until the May meeting.
- C. Policy – The Ethics Resolution was unanimously approved as presented. Kirk Edwards has been appointed Ethics Officer.

- D. System Representative – DuPage Library System has increased its scholarship award to \$1,500.00.
- E. Special Projects – No report
- F. Building & Property – No report

VIII. Library Director's Report

Matthew Suddarth reported the following:

- A. The Friends will hold a book sale in May
- B. Summary of Library programs
- C. Summaries of various meetings
- D. A report on the events at Illinois Library Legislative Advocacy Day.

IX. Old Business

- A. Reviewed the results of the feasibility study.
- B. Reviewed Per Capita Grant expenditures
- C. Update on Staff Appreciation Day
- D. Update on Internet procedures

X. New Business

- A. On a motion made and seconded the Board unanimously approved the adoption of the tax-bill method for non-resident card fees as presented.
- B. Reviewed accounting and sealcoating bids.

XI. Other Business

None.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 9:00 p.m. The next meeting is set for May 19, 2004 at 7:30 p.m.

Respectfully submitted,
Peter A. Dopper, Secretary