

**MINUTES**  
**WINFIELD PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**April 12, 2006**

**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:	Absent:
Carol Tenyak-O'Connor	None
Robert Brown	
Peter Dopper	
Karen Hannah	
Linda McNamara	
Laura Slivinski	
Michael Belica	
Matthew Suddarth, Library Director	

**II. Minutes**

The minutes from the March 8, 2006 meeting were reviewed and on a motion made and seconded, the Trustees approved the minutes with Michael Belica, Laura Slivinski, and Peter Dopper abstaining.

**III. Communication and Correspondence**

Matthew Suddarth reported the following:

- A. The Library has received its annual Certificate of Status of Exempt Property
- B. The Library received a not of condolence from Halle Mikyska, President of the DuPage Library System board, regarding the library failing to pass its referendum for increased operating funds.
- C. Information about upcoming workshops for trustees
- D. Privacy statement from Mueller and Co., the library's auditor in the past.
- E. A letter from library attorney Roger Ritzman regarding a case in the Illinois Appellate Court about the Freedom of Information Act.
- F. DuPage Library System executive director's report for March.

**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 March were reviewed and on a motion made and seconded, the Trustees unanimously approved the bills as presented.

## **VII. Reports of the Standing Committees**

- A. Finance  
The final tax levy extension was presented and the working budget for fiscal year 2006-07 was reviewed for passage at the May meeting.
- B. Administration & Personnel  
A discussion to discuss the staff salary budget was moved to new business.
- C. Policy  
No report.
- D. System Representative  
Karen Hannah reported on a lawsuit by the College of DuPage regarding the disclosure of architectural fees by firms bidding for work. Mrs. Hannah also reported on her upcoming trip to Washington D.C. as a representative of the DuPage Library System at the annual Library Day hosted by the American Library Association.
- E. Special Projects  
No report.
- F. Building and Property

## **VIII. Library Director's Report**

Matthew Suddarth reported the following:

- A. The staff has been rearranging some areas of the building to better utilize the space we have.
- B. An update on legislative issues.
- C. An update on adult programs.
- D. Summary of various meetings attended.

## **IX. Old Business**

Update on referendum/building project – A special meeting has been scheduled for Saturday, May 20, 2006 at 9:00 a.m. to discuss future plans in light of the referendum not passing.

## **X. New Business**

- A. The election officers was held and Karen Hannah has been elected president. Robert Brown will continue as treasurer and Peter Dopper as secretary.
- B. A resolution for the Library to participate in the state wide non-resident card program using the tax bill method for determination of the fee was unanimously approved on a motion made and seconded.
- C. On a motion made and seconded, the board unanimously approved the landscaping contract for the summer of 2006.
- D. After a discussion of the annual contract with our accountant, the board asked Matthew Suddarth to get further information from the accountant before proceeding.
- E. Matthew Suddarth reported future per capita grant requirements.
- F. The board reviewed the chapter on Reference, Readers' Advisory, & Bibliographic instruction in *Serving our Public: Standards for Illinois Libraries*.

G. On a motion made, seconded, and unanimously approved with a roll call vote, the board entered executive session at 9:22 p.m. for the purposes of discussing the staff salary budget and the consideration of a real estate purchase. At 10:40 p.m. the board returned to open session and unanimously approved the salary budget.

**XI. Other Business**

None.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 10:43 p.m. The next meeting is set for Wednesday, May 10, 2006 at 7:30 p.m.

Respectfully submitted,  
Peter A. Dopper, Secretary