

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
April 11, 2007

I. Opening

The meeting of the Winfield Public Library Board of Trustees was called to order at 7:30 p.m. on Wednesday, April 11, 2007 at the Winfield Public Library by Karen Hannah, Board President. Laura Slivinski acted as secretary.

II. Roll Call

Present:

Karen Hannah

Laura Slivinski

Robert Brown

Carol Tenyak O'Connor

Matthew Suddarth, Library Director

Absent:

Linda McNamara

Michael Belica

Peter Dopper

Also present: Cindy Keck

III. Approval of Agenda

On a motion made and seconded, the board unanimously approved the agenda with a change to bring discussion of the survey and strategic plan forward.

IV. Consent Agenda

On a motion made and seconded, the board unanimously approved the consent agenda after adding the minutes of the March 24, 2007 meeting to the consent agenda.

V. Communication and Correspondence

Matthew Suddarth reported the following:

- A. The library has received an email from the Illinois Library Association urging libraries to recommend to their elected officials they not support HB 1727 which would require public libraries to filter Internet access of their patron computers.
- B. The library received a thank you letter from Main Street Winfield for renewing our membership.
- C. We have received notification from the Illinois State Library that they will send a template for the disaster plan.
- D. Illinois secretary of state Jesse White sent a letter notifying us that we will be receiving a per capita grant in the amount of \$10,666.47.
- E. The Winfield Emergency Management Agency sent a letter confirming our agreement to allow them to use the library's meeting room as a press center in the case of an emergency.
- F. There was an article in the Daily Herald about the library's survey.

VI. Citizens to Speak

None.

VII. Reports of the Standing Committees

Finance – On a motion made and seconded, and following a roll call vote the board entered closed session at 7:52 p.m. to discuss staff salaries (5 ILCS 12(c)(1)). At 8:08 the board returned to open session.

The board reviewed the tax levy extension for the year.

The board reviewed the working budget.

VIII. Library Director's Report

Mr. Suddarth reported the following:

- A. Building issues – the gutters will be fixed to allow water to drain properly. The neighbor's tree has been taken down and will no longer be a hazard to those in our parking lot. The carpet and tile have been cleaned.
- B. There are many bills in the state legislature that could affect libraries.
- C. The Winfield Library Friends are donating \$1,000 to the library for our summer reading program. Additionally, they are going to help pay for a performer at the ice cream social.
- D. An overview of various community and professional meetings attended over the last month.

IX. Old Business

- A. At 8:50 p.m. on a motion made and seconded and following a unanimous roll call vote the board entered in to closed session for the consideration of the purchase or lease of a real estate (5 ILCS 120/2 (c)(5)).

At 9:20 p.m. the board returned to open session.

- B. The board discussed the strategic plan and looked at possible changes to be made.
- C. The board discussed moving one handicap parking space nearer the meeting room door. Matthew Suddarth explained that we would have to make modifications to the entry. The board instructed him to get quotes for having the work done.

X. New Business

- A. Non-resident card resolution – the board reviewed the annual resolution for issuing cards to non-residents and approved it unanimously.
- B. The board reviewed the chapter titled "Reference, Reader's Advisory, & Bibliographic Instruction" in *Serving our Public: Standards for Illinois Libraries*.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 10:30p.m.

Respectfully submitted,
Laura Slivinski
Secretary pro tem