

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

April 10, 2019, 7:30 p.m.

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

I. Opening

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

II. Pledge of Allegiance

III. Roll Call

Present: Mego, Hjerpe, Kenyon, Johnson, Tenyak-O'Connor; Brown

Absent: Boyle

Also present: Debbie Linhart, Friends president

Matthew Suddarth, library director

IV. Approval of Agenda

O'Connor moved to approve the agenda. Kenyon seconded.

Ayes: all present

V. Consent Agenda

A. Approval of minutes of the March 13, 2019 meeting

B. Financial report

C. Approval of bills

Johnson moved and Kenyon seconded the approval of the consent agenda.

Ayes: all present

VI. Communication & Correspondence

Suddarth presented a letter from the Illinois State Library stating the Library will be receiving a FY2019 per capita grant in the amount of \$12,275.00. Also presented were an invitation to a College of DuPage Community Leadership breakfast and a notice about the upcoming LACONI Trustee Banquet.

VII. Citizens to Speak

None.

VIII. Reports of the Standing Committees

A. Finance – the working budget for fiscal year 2019-20 was presented. This will be scheduled for approval at the May meeting.

B. Administration & Personnel – no report.

C. Landscape Plan committee

Suddarth reported that trees had been trimmed and wood chips placed around the trees near the north entrance.

IX. Library Director's Report

In addition to his written report, Suddarth noted the Technical Services staff had processed 551 items in March. This is a record amount.

X. Old Business

- A. 50th anniversary events – Mego, Hjerpe and Suddarth updated the board about the recent activities of the committee. The next event will be a presentation by Ida lee and Marcia McAdams at the Winfield Library Friends annual meeting in April.
- B. Resolution to close Grand Ridge National Bank Account – after a short discussion, Johnson moved and Hjerpe seconded to close the account
Ayes: all present.
- C. Staff in-service day – the trustees will be providing breakfast for the staff. Tenyak-O'Connor will be coordinating.

XI. New Business

- A. Approval of purchase and installation of new outdoor book return – Suddarth presented a proposal to replace the existing return with two new returns to be placed at the north side of the building to be paid for using fiscal year 2018 per capita grant funds. Johnson motioned for approval with a second by Hjerpe.
Ayes: all present.
- B. Post-issuance compliance report for 2013 debt issuance – Suddarth presented the report. It will be filed with the previous reports.
- C. Board meeting calendar – Suddarth presented a proposed calendar of activities for the 2019-2020 fiscal year board meetings. Tenyak-O'Connor moved approval with a second by Johnson.
Ayes: all present.
- D. Ethics Resolution – the trustees reviewed the resolution and made no changes.
- E. Non-resident card resolution – Suddarth presented the resolution for the library to participate in the program for the coming fiscal year. Brown moved approval and Tenyak-O'Connor seconded.
Ayes: all present.
- F. Serving our Public – Chapter 8, “Public Services: Reference and Reader’s Advisory” – the board reviewed the chapter.

XII. Other Business

- No other business came before the board.

XIII. Adjournment

The meeting was adjourned at 8:40 p.m.