

**MINUTES**  
**WINFIELD PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**August 20, 2003**

I. Roll Call

Carol O'Connor called the meeting to order at 7:40 p.m. with the Pledge of Allegiance. The roll call was taken as follows:

Present:

Carol O'Connor  
Peter Dopper  
Kirk Edwards  
Karen Hannah  
Bob Brown

Absent

Michael Belica  
Kimberly Kreft

II Minutes

The minutes from the July 16, 2003 meeting were reviewed and on a motion made and seconded the Trustees approved the minutes as presented.

III Communication and Correspondence

Matthew Suddarth reported the following:

- A. An invitation to the Villa Park library open house.
- B. Winfield Library's 2<sup>nd</sup> place award in the Main Street bike contest.
- C. A memo from DLS that we are required to record executive sessions beginning in January 2004.
- D. CIPA updates concerning E-grants
- E. State library clarification concerning non-resident cards
- F. Articles about the library in the *Winfield Press*.
- G. Carol O'Connor reported receiving four letters of interest concerning the open board seat.

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 August 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: Roy Groesbeck reviewed the audited financial and discussed future changes in the audit reporting format. The draft levy was presented by Mr. Suddarth.
  - B. Administration and Personnel- Kirk Edwards and Peter Dopper agreed to join President O'Connor on the selection committee to fill the vacant board position.
  - C. Policy- Changes to the verbiage of section IV of the reference policy were unanimously approved on a motion made and seconded by the trustees.
  - D. System Representative-Karen Hannah reported on:
    - 1) State control of system funds
    - 2) SLS reduced reference staff
    - 3) DLS phasing out reference services
    - 4) DLS not charging for continuing education.
  - E. Special Projects-No Report
  - F. Building and Property-Board members are requested to respond to Mr. Suddarth concerning architecture choices for building expansion proposals.
- VIII Library Director's Report
- A. Proposals for feasibility studies for site and building are being received.
  - B. DLS is sponsoring "Library Advocacy Now" to highlight issues concerning libraries and local government officials.
  - C. Health insurance and privacy issues.
- IX Old Business- on a motion made, seconded and unanimously approved the board accepted the resignation of Kim Kreft.
- X New Business - None
- XI Other Business
- A. ILA conference is open to any board member who cares to attend.
  - B. Discussed possible plans for the meeting room and disposition of the chalkboard.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 9:05 P.M. The next meeting is set for September 17 at 7:30P.M.

Respectfully submitted by,  
Peter A. Dopper Secretary