

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
AUGUST 11, 2010
7:30 p.m.

I. OPENING

The meeting was called to order by president Tenyak-O'Connor at 7:33 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Tenyak-O'Connor, Vanco, Petitti, Lee, Brown, Keck, Shanahan

Also present: Matthew Suddarth, Library Director; Roy Groesbeck, auditor

IV. APPROVAL OF AGENDA

Lee moved approval of the agenda with item VIII. A. i., audit presentation, to be moved to after item 6. Brown seconded. Ayes: all present

V. CONSENT AGENDA

A. APPROVAL OF MINUTES OF THE JULY 14, 2010 MEETING

B. FINANCIAL REPORTS

C. APPROVAL OF BILLS

Brown moved approval of consent agenda as presented. Keck seconded. Ayes: all present

VIII. A. i. Audit Presentation

Roy Groesbeck of Mueller and Co., LLP, presented the audit and explained accompanying notes. Audit was accepted as presented.

VI. COMMUNICATION AND CORRESPONDENCE

DLS is accepting nominations for upcoming Board of Directors election.

Attorney Ritzman forwarded a new referendum time table from the State of Illinois, and a notice of a new court ruling on the use of public meeting rooms by religious groups.

A thank-you was received from Carol Sherby, a presenter at a recent adult program.

The Association of Research Libraries sent an announcement of a recent court issue concerning lending books purchased from foreign sellers.

Central DuPage Hospital has donated money to the Village for road repairs, and is continuing its Community Chest grants to local organizations.

VII. CITIZENS TO SPEAK

None.

VIII. REPORTS OF STANDING COMMITTEES

A. FINANCE

i. AUDIT PRESENTATION

ii. TAX LEVY

The proposed tax levy was presented, and will be voted on in September

Chase Bank has recommended reviewing the sweep account to see if more interest income can be generated with a different type of account.

B. ADMINISTRATION & PERSONNEL

Tenyak-O'Connor and Keck met with Suddarth to go over his annual review.

C. SYSTEM REPRESENTATIVE

DLS Board did not meet in July

D. BUILDING & PROPERTY – BUILDING WALKTHROUGH REVIEW

Suddarth presented a compilation of Board comments. Board members are asked to prioritize items on the list and return to Suddarth.

IX. LIBRARY DIRECTOR'S REPORT

Suddarth met with architects and contractor, and work on the East wall is scheduled to start August 16, lasting 7-10 days.

DuComm has reported troubled signal calls from the automatic fire alarm system. The alarm company has checked out the library's equipment, and thinks it may be due to a loose wire. Suddarth will continue getting it fixed, and will look at adding a Knox Box to the building so the fire department can enter the building as needed.

Summer Reading finale went well. Some people commented the program ended earlier in the calendar year than previously.

Davy Taylor will begin a full-time teaching job soon, but may return during vacations, or as needed.

Winfield Historical Society Run is scheduled for Aug. 14.

LACONI is creating a new section for technology that will offer its first program in September. Board members can attend at member rates. Go to LACONI.org for more information.

X. OLD BUSINESS

A. DISTRICT CONVERSION DISCUSSION

Suddarth continues discussion with the Village staff on timing of joint resolutions.

B. LONG RANGE PLAN

The committee rearranged the priorities to move analyzing staffing requirements higher. The marketing plan can run concurrently with other activities.

C. GOOD OLD DAYS PARADE

Library has been asked to have a table in the Expo tent on Saturday, Sept. 11. Petitti, Keck, Lee and Tenyak-O'Connor offered to work the table.

Discussion about a theme for a float followed.

D. PER CAPITA GRANT

Suddarth is moving ahead with fulfilling the requirements. The Board members are asked to report to him what changes we have made as a result of reviewing Serving Our Public.

XI. NEW BUSINESS

A. HISTORY OF WINFIELD BOOK

The Winfield Library owns the copyright, and has less than ten copies left for sale. Board agreed by consensus to move ahead with a revised edition and a new print run.

B. DLS E-MAIL GROUPS

Suddarth demonstrated how to join Google Groups, so Board members can participate in what were previously DLS discussion groups.

C. REFERENCE POLICY

No changes

D. *SERVING OUR PUBLIC* – TECHNOLOGY

Reviewed

XII. OTHER BUSINESS

Vanco passed along comments from District 34 schools, hoping the Summer Reading kick-off can be scheduled on a different evening than eighth grade graduation in the future.

Vanco passed along comments from parents that some children are disappointed not everyone gets a prize from summer reading program, and asked if prize winners could be called in advance. Suddarth answered that staff does not have time to call that many people.

XIII. ADJOURNMENT

Brown moved adjournment at 9:35 PM. Shanahan seconded.

Respectfully submitted,

Cindy L. Keck, secretary