

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

December 8, 2021, 7:30 p.m.

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

I. Opening

President Johnson called the meeting to order at 7:32 p.m.

II. Roll Call

Present: Brown, Johnson, Kenyon, Ables, Bothwell, Tenyak-O'Connor. Hjerpe arrived at 7:36.

Absent: none.

Also present: Matthew Suddarth, library director

III. Approval of Agenda

Kenyon moved acceptance of the agenda. Ables seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell, Tenyak-O'Connor.

Nays: none.

Absent: none.

IV. Consent Agenda

A. Approval of minutes of the November 10, 2021 meeting

B. Financial report

C. Approval of bills

Tenyak-O'Connor moved and Ables seconded the approval of the consent agenda.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell, Tenyak-O'Connor.

Nays: none.

Absent: none.

V. Communication & Correspondence

Suddarth presented the following:

- Two emails from patrons commenting on the library's new Hoopla download service
- A memorandum from library accountant's Lauterbach & Amen informing the library of a change in the Property Tax Extension Limitation Law
- Notice from the DuPage County Clerk's office asking for submission of names for the annual Economic Interest Filing
- An email regarding the upcoming annual Library Legislative Meet-Up to be held Monday, January 24, 2022.

VI. Citizens to Speak

None.

VII. Reports of the Standing Committees

Nothing.

VIII. Trustee Reports

Nothing.

IX. Library Director's Report

Suddarth mentioned the painting for the repair of the ceiling in the adult fiction area has been completed. Additionally, he noted the library is starting to see both increased circulation of physical materials and increased visits. However, both numbers are still below pre-pandemic levels. Also mentioned were the Illinois Library Association legislative agenda for 2022 and the village board passing the library's tax levy.

X. Old Business

A. Per Capita Grant

Suddarth reviewed the per capita grant application. Hjerpe moved acceptance of the application as presented for submission to the Illinois State Library. Tenyak-O'Connor seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell, Tenyak-O'Connor.

Nays: none.

Absent: none.

B. Illinois Libraries Present Intergovernmental Agreement

Suddarth presented the agreement to the trustees. Brown moved acceptance of the agreement with a second by Hjerpe.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell, Tenyak-O'Connor.

Nays: none.

Absent: none.

XI. New Business

A. Review By-Laws

The trustees reviewed the By-Laws and made no changes.

B. Review of Purchasing and Authority to Spend policy. The trustees reviewed the policy and made no changes.

C. Refinancing of library debt

Suddarth presented a proposed engagement letter with Meristem Advisors regarding having the firm refinance the library's 2013 debt certificates. After reviewing the letter and discussing, the board instructed Suddarth to have Meristem make editorial corrections to the agreement and clarify the section regarding compensation for work perform in addition to having the library's attorney review. The board will revisit at the January 2022 meeting.

XII. Other Business

Brown reviewed the current status of the village's "TIF2" tax increment financing district. This was approved at the village's November 18th meeting. However, it has not been filed with the state pending litigation from School District 34. Additionally, the village board has not approved ending the "TIF1" tax increment financing district yet. A short discussion ensued.

Ables encourage library staff to take advantage of the Reaching Across Illinois Library System's "Free/For Sale/Wanted" service.

XIII. Adjournment

The meeting was adjourned at 8:25 p.m.