

**WINFIELD PUBLIC LIBRARY
BOARD OF DIRECTORS
Meeting of Wednesday, February 19, 2003**

I. CALL TO ORDER:

The meeting of the Winfield Public Library Board of Trustees was called to order at 7:35 p.m. on Wednesday, February 19, 2003 at the Winfield Public Library, Winfield, Illinois, by Kirk Edwards, President, Carol O'Connor acted as Secretary.

II. ROLL CALL:

Present:

Peter Dopper

Karen Hannah

Kirk Edwards

Robert Brown

Carol Tenyak O'Connor

Absent: Kimberly Kreft

ALSO PRESENT: Matthew Suddarth

III. REPORT OF MEETING:

There were no minutes of the January 15, 2003 meeting available. Minutes for the January meeting will be reviewed at the March 19, 2003 meeting.

IV. COMMUNICATIONS AND CORRESPONDENCE:

- Discussed two new Libraries in North Aurora, and Aurora, which had expanded their space**
- ALA resolution regarding Patriot Act**
- Terrorism Risk Insurance Act**
- DLS Breakfast**

V. CITIZENS TO SPEAK: None

VI. FINANCIAL REPORT:

The report was reviewed and accepted subject to audit.

VII. APPROVAL OF BILLS:

The Directors reviewed the bills submitted for payment. Upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED: the bills submitted for payment be approved as presented.

VIII. REPORT OF THE STANDING COMMITTEES:

FINANCE- Budget for fiscal year beginning May 1, 2003 was approved.

ADMINISTRATION AND PERSONNEL- Short update on pending personnel matter.

SYSTEM REPRESENTATIVE- Extensive report by Karen Hannah on the Zillane Report, a consultant's analysis of the library systems.

SPECIAL PROJECTS- None

BUILDING AND PROPERTY- Carpet to be cleaned

POLICY- Review of Internet Policy.

IX. LIBRARY DIRECTOR'S REPORT: Mr. Suddarth discussed highlights of his report, including:

- Per Capita Grant Spending FY2002-2003
- Friends of the Library Program
- Upcoming Programs
- Website Update

X. OLD BUSINESS: None

XI. NEW BUSINESS:

- Review of Per Capita Grant Spending FY2002-2003.

- **The Directors reviewed Public Relations and Marketing Section of Serving our Public after a brief discussion, all Directors agreed that the Library was in compliance.**
- **A section 125 plan, to allow payment of insurance with tax deferred money was approved.**
- **Approval of renewal of Treasurer's Bond with company rated A or better providing the best rate.**
- **Approval of renewal of Director's ALA membership.**
- **Approval of renewal of membership in Winfield Chamber of Commerce.**

XII. NEXT MEETING:

It was the consensus of the Board of Directors that the next meeting be at 7:30 p.m. on March 19, 2003.

XIII. ADJOURNMENT:

There being no further business, upon a motion duly made and seconded, the meeting was adjourned at 9:35 p.m.

**Carol Tenyak O'Connor
Acting Secretary**