

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
February 14, 2007

I. Opening

The meeting of the Winfield Public Library Board of Trustees was called to order at 7:30 p.m. on Wednesday, February 14, 2007 at the Winfield Public Library by Karen Hannah, Board President.

II. Roll Call

Present:

Karen Hannah

Laura Slivinski

Robert Brown

Carol Tenyak O'Connor

Linda McNamara

Matthew Suddarth, Library Director

Absent:

Peter Dopper

Michael Belica

Also present: Cindy Keck

Kelsey McNamara

Paul McNamara

III. Approval of Agenda

On a motion made and seconded, the board unanimously approved the agenda with a change to bring discussion of the survey and strategic plan forward.

IV. Consent Agenda

On a motion made and seconded, the board unanimously approved the consent agenda.

The financial report was reviewed and accepted subject to audit.

The disbursements for the month of January were reviewed and on a motion made and seconded, the Trustees unanimously approved the bills as presented.

V. Communication and Correspondence

Matthew Suddarth reported the following:

A. Various articles of interest to the library from local newspapers.

B. A letter from library attorney Roger Ritzman indicating potential conflict of interest for individuals holding political positions in addition to that of Library Trustee. Discussion relating to Robert Brown sitting on the Library and School boards. The consensus was that it is up to Mr. Brown. We should make careful notes of board discussions and votes.

C. We received several notes from patrons regarding our service.

D. The library received a letter from outgoing state representative Roger Jenisch offering to help us if he can in the future.

VI. Citizens to Speak

Cindy Keck indicated she might be interested in filling an open trustee position should there be one after the April election.

VII. Reports of the Standing Committees

A. Finance

The trustees reviewed the proposed appropriations budget for fiscal year 2008. This will be revised and reviewed again at the March meeting.

B. Administration and Personnel

On a roll call vote at 8:18 p.m. the board unanimously approved moving to closed session to discuss the library director's review. (5ILCS 120/2(c)(1)) The board returned to open session at 8:40 p.m.

VIII. Library Director's Report

Mr. Suddarth reported the following:

A. Possible changes in the impact fee structure by the village board.

B. Proposed increases in funds for libraries in the federal budget.

C. Legislative issues including the Deleting Online Predators Act and a bill that would effect tax rates for public libraries.

IX. Old Business

A. Strategic plan/Survey

Paul McNamara gave a progress report on the survey. We have had about 10% returned. This was a good response in view of our expectations and can be considered statistically accurate. The final results of the survey will be important to the strategic planning meeting that will be held March 24th.

B. Audit proposals

After a discussion, on a motion made and seconded, the trustees unanimously approved Mueller & Co. as the auditor for the 20006-07 fiscal year.

C. Bylaws

On a motion made and seconded, the board unanimously approved the bylaws as amended.

X. New Business

A. Internet Policy

The board reviewed the Internet policy and made no changes.

B. Serving our Public

The board reviewed the chapter titled "Public Relations and Marketing" in *Serving our Public: Standards for Illinois Libraries*.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 9:45 p.m. The next meeting is set for 7:30 p.m. on March 14, 2007.

Respectfully submitted,

Laura Slivinski

Secretary pro tem