

**MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
January 12, 2005**

I. Roll call

Carol Tenyak-O'Connor called the meeting to order at 7:37 p.m. with the Pledge of Allegiance. The roll call was taken as follows:

Present:	Absent:
Carol Tenyak-Oconnor	Karen Hannah
Robert Brown	
Peter Dopper	
Kirk Edwards	
Linda McNamara	
Michael Belica	
Matthew Suddarth, Library Director	

II. Minutes

The minutes from the December 15, 2004 meeting and on a motion made and seconded the Trustees approved the minutes with Carol Tenyak-O'Connor abstaining.

III. Communication and Correspondence

Matthew Suddarth reported the following:

- A. Notices from the county regarding statements of economic interest.
- B. The availability of the "Trustee Facts File" on CD-ROM.
- C. Various newspaper articles about Winfield.

IV. Citizens to speak

None.

V. Financial Report

The corrections have been made to the budget column of the report. The Building and Maintenance lines are the only exception. The financial report is not accepted subject to further correction. Board is requesting corrected copies of previous months reports that were in error.

VI. Approval of Bills

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

VII. Reports of the Standing Committees

- A. Finance – Trustees to review appropriations budget for February meeting.
- B. Administration & Personnel – Executive session not needed as Trustees are to review Library Director's evaluation and submit by January 31st.

- C. Policy – On a motion made and seconded the Board unanimously approved the Library’s General Policy as presented.
- D. System Representative – No report.
- E. Special Projects – No report
- F. Building and Property – no report

VIII. Library Director’s report

Matthew Suddarth reported the following:

- A. Update on the state of the fire inspection.
- B. Talked with a tuckpointer about retaining wall.
- C. Reviewed events of various meetings attended.

IX. Old Business

Matthew Suddarth reminded the Trustees to complete and return their walk-through forms.

X. New Business

The Trustees review the Core Standards of *Serving our Public*.

XI. Closed session

At 8:17 p.m. a roll call vote was taken and the Board unanimously approved moving to closed session for the purpose of discussing a potential real estate purchase. At 8:55 p.m. a roll call vote was taken and the board unanimously approved moving back to open session. On a motion made and seconded the Trustees unanimously approved an option to purchase the property at 0S286 Church street.

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 February 16, 2005 at 7:30 p.m.

Respectfully submitted,
Peter A. Dopper, Secretary