

**MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
January 11, 2006**

I. Roll Call

Carol Tenyak-O'Connor called the meeting to order at 7:30 p.m. with the Pledge of Allegiance. The roll call was taken as follows:

Present:	Absent:
Michael Belica	None
Peter Dopper	
Linda McNamara	
Karen Hannah	
Laura Slivinski	
Carol Tenyak-O'Connor	
Robert Brown	
Matthew Suddarth, Library Director	
Jack Komperda, Daily Herald reporter	

II. Minutes

The minutes from the September 9 and December 7, 2005 meetings were reviewed and on a motion made and seconded the Trustees approved the minutes as amended.

III. Communication and Correspondence

Matthew Suddarth reported the following:

- A. The Warrenville Public Library has a new director and the trustees have been invited to a reception in her honor.
- B. There have been two tax assessment appeals. The village is providing evidence to support the assessments.
- C. Updates on legislative matters.
- D. Illinois Library Day (formerly Library Legislative Day) will be held in Springfield, March 1, 2006.
- E. Two letters were sent to patrons thanking them for donations to the library.

IV. Citizens to Speak

Jack Komperda of the Daily Herald introduced himself.

V. Financial Report

The financial report was reviewed and accepted subject to audit.

VI. Approval of Bills

The disbursements for the months of December and 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
The appropriations budget for fiscal year 2006-07 was presented for review and approval at the February meeting. Matthew Suddarth explained that due to the possible passage of the referendum, we need to appropriate to include the building construction, debt service, and increased operating costs.
- B. Administration & Personnel
Director's review forms were passed out. Trustees are to have them returned to Linda McNamara by January 25th. The review will be held in closed session at the February meeting.
- C. Policy
The general policy was reviewed and no changes made.
The meeting room policy was reviewed and on a motion made and seconded approved as changed.
The personnel policy was reviewed and on a motion made and seconded, was approved as changed.
- D. System Representative
Karen Hannah reported on various DuPage Library System activities.
- E. Special Projects
No report.
- F. Building and Property
Matthew Suddarth reported that several light bulbs had exploded and that the bulbs in the upper level of the building were being replaced with compact fluorescent bulbs. Matthew Suddarth also reported that some mortar had fallen off of the south wall. He has contacted a tuckpointer who will fix the problem.

VIII. Library Director's Report

Matthew Suddarth reported the following:

- A. Updates to the building project.
- B. Updates on the organizational meetings of the referendum committee.
- C. Updates on various library programs.
- D. Summaries of various meetings attended.

IX. Old Business

- A. Review of building expansion and costs
Matthew Suddarth presented the board with the revised program as developed by the building committee. The board asked for revised design drawings from Engberg Anderson Design Partnership based on the new program to be completed by January 25th. Also presented was the response of Main Street Winfield to the library's request of a review of the design of the project.
- B. Closed session
At 9:10 p.m. on a roll call vote the board unanimously approved entering into a closed session for the purpose of discussing the purchase or lease of a real estate as allowed in Illinois Statutes (5ILCS 120/2 (c)(5)). At 9:40 p.m. the board unanimously approved returning to open session by a roll call vote. No action was taken.

X. New Business

- A. A discussion was held regarding the possibility of opening on Sundays. No decision was made and this item will be discussed further at the February 8, 2006 meeting.
- B. The trustees reviewed the chapter regarding “Core Standards” from *Serving our Public*.
- C. Matthew Suddarth reported that he had been in contact with Abitibi Consolidated, the company that provides the paper recycling bins. The company would like the library to take a third bin to alleviate the volume. The board instructed Mr. Suddarth to ask them to empty them more often.
- D. The Winfield Library Friends asked if the library would be willing to provide space for a POD storage unit in the parking lot. The board decided not to allow this because of a lack of parking.

XI. Other Business

None.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 10:00 p.m. The next meeting is set for February 8, 2006 at 7:30 p.m.

Respectfully submitted,
Peter A. Dopfer, Secretary