

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

January 12, 2022, 7:30 p.m.
Winfield Public Library, 0S291 Winfield Rd., Winfield, IL 60190

I. Opening

President Johnson called the meeting to order at 7:35 p.m.

II. Roll Call

Present: Brown, Hjerpe, Bothwell, and Tenyak-O'Connor all attended via Zoom. Johnson and Ables were present in the library.

Absent: Kenyon

Also present: Matthew Suddarth, library director.

Johnson declared that an in-person meeting conducted under the Illinois Open Meetings Act is not practical or prudent for all trustees because of a disaster declared by the Illinois Governor and therefore the meeting would be held under the conditions allowed by the Illinois Open Meetings Act (5 ILCS 120/7(e)). Johnson also determined that all participants in the meeting could hear each other as required by law.

III. Approval of Agenda

Bothwell moved acceptance of the agenda. Ables seconded.

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

Nays: none.

Absent: Kenyon.

IV. Consent Agenda

A. Approval of minutes of the December 8, 2021 meeting

B. Financial report

C. Approval of bills

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

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

Nays: none.

Absent: Kenyon.

V. Communication & Correspondence

Suddarth presented information about the upcoming Illinois Library Legislative "Meetup" presented by the Illinois Library Association on January 24, 2022. Johnson encouraged everyone to attend if able.

VI. Citizens to Speak

None.

VII. Reports of the Standing Committees

A. Finance

Suddarth introduced the Appropriations Budget for fiscal year 2022-23. This will be placed on the February meeting agenda for approval by the board.

B. Personnel

Johnson polled the trustees about their feelings regarding the scheduled annual review of Suddarth. The consensus was to hold the review. Suddarth will send the appropriate documents

to the trustees. Once the trustees complete their evaluations, they should return the forms to Johnson no later than January 31, 2022. The trustees will then discuss further at the February meeting.

VIII. Trustee Reports

Nothing.

IX. Library Director's Report

Suddarth reiterated that library staff have had some cases of COVID. Additionally, he mentioned that the library was back to full staff and that a high school intern was currently working with the staff.

X. Old Business

A. Refinancing of Library Debt

Suddarth presented a revised engagement letter from Meristem Advisors and stated that it had also been reviewed by the library's attorney. Tenyak-O'Connor moved acceptance with a second by Brown.

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

Nays: none.

Absent: Kenyon.

XI. New Business

A. Policy

i. General Policy

Upon review of the policy, the trustees agreed to add language referencing the library's Public Posting Policy. Hjerpe moved to approve the policy with the change and Bothwell seconded.

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

Nays: none.

Absent: Kenyon.

ii. Public Posting Policy

The trustees reviewed the policy and made no changes.

B. Approval to Dispose of Library Property

Suddarth presented a list of items for disposal by the library. Hjerpe moved to have the items removed with the addition of 4 beanbag chairs to the list. Tenyak-O'Connor seconded.

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

Nays: none.

Absent: Kenyon.

C. Serving our Public – Core Standards

The trustees reviewed the chapter.

XII. Other Business

A discussion ensued regarding the necessity of printing physical copies of board packets. The consensus of the group was that those who no longer want physical copies to let Suddarth know and he will only send those trustees their packets via email.

XIII. Adjournment

The meeting was adjourned at 8:23 p.m.