

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

June 12, 2019, 7:30 p.m.

Winfield Public Library, 0S291 Winfield Rd., Winfield, IL 60190

I. Opening

President Mego called the meeting to order at 7:30 p.m.

II. Pledge of Allegiance

III. Roll Call

Present: Mego, Johnson, Tenyak-O'Connor, Brown

Absent: Kenyon, Hjerpe

Also present: Debbie Linhart, friends president; Matthew Suddarth, library director

IV. Approval of Agenda

Johnson moved to approve the agenda. Tenyak-O'Connor seconded.

Ayes: all present

V. Consent Agenda

A. Approval of minutes of the May 8, 2019 meeting

B. Financial report

C. Approval of bills

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

Ayes: all present

VI. Communication & Correspondence

None.

VII. Citizens to Speak

None.

VIII. Reports of the Standing Committees

A. Finance – no report.

B. Administration & Personnel – no report.

C. Landscape Plan committee

Suddarth updated the board on the status of the new outside book return and the retaining wall reconstruction.

Hjerpe arrived at 7:36 p.m.

IX. Library Director's Report

In addition to his written report, Suddarth reported the following:

- A car was stopped on the lawn after being hit by another car.
- The auditors have completed their on-site work and will be providing a draft report soon.

X. Old Business

A. 50th anniversary events – The committee has not met since the last board meeting. The next meeting is scheduled for June 13th.

- B. Staff in-service day – Suddarth thanked the trustees for providing breakfast. He then gave a brief summary of the day’s activities.

XI. New Business

A. Annual report

Suddarth presented the Illinois Public Library Annual Report for review and approval. Hjerpe noted one inconsistency in the dated that should be corrected. Hjerpe motioned approval of the report with a second by Tenyak-O’Connor.

Ayes: all present.

B. Policy

i. Collection Development – the board reviewed and made no changes.

ii. Circulation – the board agreed to changes recommended by staff. Hjerpe moved with a second by Johnson the policy be approved with the changes discussed.

Ayes: all present.

iii. Confidentiality – the board reviewed and made no changes.

C. Serving our Public – Chapter 11, “System and ILLINET Membership Responsibilities” – the board reviewed the chapter.

XII. Other Business

- None.

XIII. Adjournment

The meeting was adjourned at 8:16 p.m.