

**MINUTES  
WINFIELD PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING**

June 14, 2023 ; 7:30p.m.

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

**I. Opening**

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

**II. Roll Call**

Present: Johnson, Brown, Ables, Kenyon, Tenyak-O'Connor; Hjerpe arrived at 7:34

Absent: Bothwell

Also present: Matthew Suddarth, library director.

**III. Items to be removed from Consent Agenda for Separate Discussion**

None.

**IV. Consent Agenda**

A. Approval of minutes of the May 10, 2023 meeting.

B. Financial report

C. Approval of bills

Ables moved acceptance of the Consent Agenda with a second by Kenyon.

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

Nays: None.

Absent: Bothwell.

**V. Communication & Correspondence**

Suddarth presented a letter from the State Librarian stating that the library will be receiving a Fiscal Year 2023 Public Library Per Capita Grant in the amount of \$14,506.63. Additionally, he presented an article about he declining use of public computers in libraries.

**VI. Citizens to Speak**

None.

**VII. Reports of Standing Committees**

None.

**VIII. Trustee Reports**

None.

**IX. Library Director's Report**

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

- Over 230 attended the library's Summer Reading Kickoff program
- The library received the final tax levy extension from the county. Due to the 2 TIF districts, the library will receive \$44,191 less than it would if the TIFs were non- The existent.
- The staff in-service day was a success.
- The library will be ending purchases of new audio books on CD unless patron's request a title.

**X. Old Business**

A. Long Range Plan

The board reviewed the section regarding the library publicity and outreach.

**XI. New Business**

A. Annual Report

Suddarth presented the library's 2022-23 Annual Report. Tenyak-O'Connor moved acceptance of the report with a second by Kenyon.

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

Nays: None.

Absent: Bothwell.

Suddarth will make a few minor changes to the report before submitting to the Illinois State Library.

B. Policy

i. Collection Development

Suddarth presented multiple changes to the policy. After a short discussion, Hjerpe moved acceptance of the policy with the changes. Ables seconded.

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

Nays: None.

Absent: Bothwell.

ii. Circulation

The board reviewed the policy and made no changes

iii. Confidentiality

The board reviewed the policy and made no changes

C. Good Old Days Parade

The board discussed ideas regarding this year's parade participation. Discussed were the following:

- Dressing as farmers as part of the theme
- Johnson will take the bookmarks from last year's parade to hand out to spectators
- Suddarth will discuss the parade with the Winfield Library Friends at their July meeting.

D. Serving our Public – Chapter 8, “System Membership Responsibilities and Resource Sharing”

The board reviewed the chapter.

**XII. Other Announcements/Comments**

- Johnson asked if the patron wishing to discuss the creation of a makerspace had been contacted by Suddarth. Suddarth has not talked with him.
- Johnson announced she will not be at the August meeting
- Suddarth reminded the board that the Winfield Library Friends Portillo's fundraiser will be held Thursday, June 15<sup>th</sup>.
- Suddarth relayed to the board that he will be attending the Village Board meeting June 15<sup>th</sup> to present the library's Building & Maintenance levy to the board for their approval.

**XIII. Adjournment**

On a motion made by Tenyak-O'Connor and seconded by Johnson, the board adjourned at 8:40 p.m.