

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
May 10, 2006

I. Roll Call

Karen Hannah called the meeting to order at 7:35 p.m. with the Pledge of Allegiance. The roll call was taken as follows:

Present:	Absent:
Carol Tenyak-O'Connor	Linda McNamara
Karen Hannah	Peter Dopper
Laura Slivinski	Michael Belica
Bob Brown	
Matthew Suddarth, Library Director	
Tressa Link, Library Staff member	
Katherine Clark, Library Staff member	

II. Minutes

Minutes from the April 12, 2006 meeting will be reviewed at the June meeting.

III. Communication and Correspondence

Matthew Suddarth reported the following:

- A. The Library received the official election results of the March 21, 2006 referendum from the village. The results were 724 yes votes and 1735 no votes.
- B. A letter was sent to the DuPage Library System declining grant funding for joining their catalog consortium, as the library most likely will not have the funds in the future to maintain membership.
- C. Thank you letters were sent to Governor Rod Blagojevich, Secretary of State Jesse White, and Illinois State Library director Anne Craig thanking them for our annual per capita grant.
- D. An update on legislative issues and Illinois Library Association election results.
- E. The Library received a note from a patron thanking us for having a magnifying glass available
- F. There will be a training workshop for trustees on Saturday, June 3, 2006 at the Bloomingdale Public Library.

IV. Citizens to Speak

None.

V. Financial Report

The financial report was reviewed and accepted subject to audit.

VI. Approval of Bills

The disbursements for the month 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

1. Matthew Suddarth presented financial projections to the board for the next five years.
2. On a motion made and seconded, the trustees unanimously approved the working budget for the 2006-2007 fiscal year.
3. On a motion made and seconded the trustees unanimously approved the building and maintenance levy for the 2006 tax year. This will now be sent to the Village for approval.

B. Administration & Personnel

No report.

C. Policy

No report.

D. System Representative

Karen Hannah reported on her trip to Washington D.C. to advocate for libraries. Issues discussed with legislators included the Internet Neutrality bill that has been introduced. It was also recommended that email might be a more effective way of communicating with elected officials at the Federal level than regular mail. The DuPage Library system has opened bids for its building renovation process. Mrs. Hannah reported on what she learned about the process.

E. Special Projects

No report.

F. Building and Property

No report.

VIII. Library Director's Report

Matthew Suddarth reported the following:

- A. The outside flags have been replaced.
- B. A representative from Bradford Systems visited and discussed options for compact shelving.
- C. The Friends held their annual meeting and chose officers for the year.
- D. An update on legislative issues.
- E. A report on our adult programs.
- F. The village passed the appropriations budget.

IX. Old Business

The board discussed the renewal of the contract with the accountant. If we agree to a three-year contract the fees will be lower. The board wants to know if we can lock-in fees even if we need additional services.

X. New Business

A. Long range plan/Mission statement

Various documents regarding long range planning were presented to the board. Karen Hannah asked that the board consider options for library services over the coming years. This will be further discussed at the May 20, 2006 meeting.

- B. Review minutes of closed sessions
Review of the closed session minutes will be postponed until the June 14, 2006 meeting.
- C. Annual report
Matthew Suddarth presented the Illinois Public Library Annual Report to the board. On a motion made and seconded, the board unanimously approved accepting the report with several small changes.
- D. Per capita grant expenditures
Matthew Suddarth presented a list of requested items to be purchased with per capita funds. On a motion made and seconded, the board unanimously approved the expenditures.
- E. Change of regular meeting date of board meetings
After a discussion, it was decided to postpone this until the May 20, 2006 meeting.
- F. Bank resolutions
Because of the change in board officers, signatures at the banks need to be update and the approval of the resolution was needed.
- G. Serving our Public
The board reviewed the chapter on personnel in *Serving our Public: Standards for Illinois Libraries*.
- H. Closed session for the consideration of purchase or lease of real estate (5 ILCS 120/2(c)(5))
Because several trustees were absent, it was decided to postpone until the May 20, 2006 meeting.

XI. Other Business

None.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 9:50 p.m. The next meeting is set for Saturday, May 20, 2006 at 9:00 a.m.

Respectfully submitted,
Laura Slivinski, Secretary pro tem