

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
November 17, 2004

I. Roll Call

Robert Brown called the meeting to order at 7:45 p.m. with the Pledge of Allegiance. The roll was taken as follows:

Present:

Robert Brown

Karen Hannah

Kirk Edwards

Linda McNamara

Matthew Suddarth, Library Director

Absent:

Carol Tenyak – O'Connor

Peter Dopper

Michael Belica

II. Minutes

Minutes from the September 29, 2004 and the October 20, 2004 meeting were reviewed and on a motion made and seconded the Trustees approved the minutes with two abstentions.

III. Communication and Correspondence

Matthew Suddarth reported the following:

Batavia Public Library will be holding a send off for their retiring Library Director, Margo Cooper, to which all are invited.

The Library's attorney, Roger Ritzman, had sent information concerning potential changes to the confidentiality act and discussing the Illinois Library Association's position.

A program concerning tax levies will be held at the DuPage Library System December 1, at 6:30 p.m.

The Public Library Association, a division of the American Library Association, will hold its Spring Symposium March 7 – 9, 2005 in Chicago. The Library has been included as a part of the Winfield Police Department's Business Alert Network.

The Library received a newsletter from Bank One concerning Bank One's merger with J.P. Morgan Chase Bank.

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 of October were reviewed and on a motion made and seconded the Trustees approved the bills as presented.

VII. Report of the Standing Committees

- A. Finance – None.
- B. Administration and Personnel – None.
- C. Policy – The Search Warrant and Legal Order Policy was approved as amended. The Board reviewed the Policy for Unsupervised Children in the Library and made no changes.
- D. System Representative – None.
- E. Special Projects – None.
- F. Building and Property – See new business.

VIII. Library Director's Report

Matthew Suddarth reported on the following:

Sente Rubel Bosman Lee Architects has reported that to build the Library's desired expansion on the existing site with an additional lot would require a variance from the Village of Winfield. Matthew was awaiting a return call from Martin Scott, the Village's Community Development Director determining the difficulty of obtaining the variance.

The Winfield Library Friends have sent out their annual mailing with aid from the Library in updating their mailing list. Representatives from the Friends and Matthew attended the DuPage Library System Friends Roundtable meeting at the Roselle Public Library. The next Roundtable meeting will be hosted at the Winfield Public Library in April.

Recent programs sponsored by the Library have been well attended, including the "Birds of Prey" program presented by Willowbrook Wildlife Center. Discussions with representatives from the Village, regarding sharing resources, are ongoing.

The Fall Legislative Breakfast sponsored by DuPage Library System was well attended and included students from local middle and high schools.

In meetings with Central DuPage Hospital, cooperative ventures were discussed including shared human and telecommunication resources. The possibility of story hour programs for children at the hospital or sharing of materials was included in the discussion. Little information was forthcoming regarding the hospital's real estate plans.

IX. Old Business

Long Range Planning/Mission Statement – The committee has tabled further discussion until expansion plans are more clear.

X. New Business

Sente Rubel Bosman Lee Architects feasibility study was presented. Matthew Suddarth was asked to further investigate appraisal, financing and rental contracts on the property adjoining the Library to the east.

XI. Other Business

None.

On a motion moved and seconded, the Trustees approved the adjournment of the meeting at 8:45 p.m. The next meeting is set for Wednesday, December 15, 2004 at 7:30 p.m.

Respectfully submitted by,

Karen H. Hannah, Secretary pro tem