

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

November 11, 2020, 7:30 p.m.

Winfield Public Library, 0S291 Winfield Rd., Winfield, IL 60190 & online via ZOOM

I. Opening

President Mego called the meeting or order at 7:31 p.m.

II. Roll Call

Present: Hjerpe, Brown, Johnson Mego, Tenyak-O'Connor, and Kenyon all attended via Zoom.

Absent: Shanahan

Also present: Roy Groesbeck, Auditor from Mueller & Co.; Matthew Suddarth, library director attended via Zoom but was physically present in the library.

Mego declared that an in-person meeting or a meeting conducted under [the OMA] is not practical or prudent because of a disaster and therefore the meeting would be held under the conditions allowed by Illinois Public Act 101-0640 amending the Illinois Open Meetings Act. Mego also determined that all participants in the meeting could hear each other as required by law.

III. Approval of Agenda

Hjerpe moved to approve the agenda. Johnson seconded.

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

Nays: none.

Absent: Shanahan

IV. Consent Agenda

A. Approval of minutes of the October 14, 2020 meeting

B. Financial report

C. Approval of bills

Hjerpe moved and Johnson seconded the approval of the consent agenda.

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

Nays: none.

Absent: Shanahan

V. Citizens to Speak

None.

VI. Reports of the Standing Committees

A. Audit presentation – Mr. Groesbeck reviewed the audited financial statements of the fiscal year ended April 30, 2020.

Brown moved acceptance of the report with a second by Tenyak-O'Connor

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

Nays: none.

Absent: Shanahan

VII. Old Business

None.

VIII. New Business

- A. Extension of the Delegation of Authority Resolution 20-03 Until December 9, 2020
Suddarth presented the resolution with no changes from previous months.
Brown moved approval with a second by Johnson.
Ayes: Brown, Hjerpe, Johnson, Mego, Tenyak-O'Connor, Kenyon
Nays: none.
Absent: Shanahan
- B. Resolution to Temporarily Amend the Library Personnel Policy
Suddarth presented the resolution to allow for a temporary change in the way the library allows vacation time to be used by staff.
Tenyak-O'Connor moved acceptance with a second by Brown.
Ayes: Brown, Hjerpe, Johnson, Mego, Tenyak-O'Connor, Kenyon
Nays: none.
Absent: Shanahan
- C. Snow Removal Contract
Suddarth presented the proposal from Sitarz Landscape & Maintenance for the 2020-21 winter season. There were no changes in the proposal from last year.
Brown moved to accept the proposal as presented. Johnson seconded.
Ayes: Brown, Hjerpe, Johnson, Mego, Tenyak-O'Connor, Kenyon
Nays: none.
Absent: Shanahan
- D. Closed Session for the Purposes of Reviewing Minutes of Closed Sessions (5 ILCS 120/2(c)21)
As the board had no closed sessions since the most recent review of minutes of closed sessions, this item was noted but not acted upon.
- E. Consideration of Destruction of Recordings of Closed Sessions (5 ILCS 120/2.06(c))
The consensus of the board was to not destroy any recordings of closed sessions.
- F. Re-Opening Plan Update
Suddarth informed the board that due to the Illinois Department of Public Health Recommendation that residents of Illinois stay at home for the next three weeks and due to the fact that the geographic region that Winfield is in is under enhanced mitigation efforts, the staff have decided to postpone allowing patrons access to the building until the extended mitigation efforts are removed and region is back to Phase 4 of the state's reopening plan.

IX. Other Business

- Suddarth announced that the MERIT Foundation has once again donated money to the library. Two checks were given. One check is for \$1,500 and the other for \$850. The library has been asked to use the money for the Youth Services Summer Reading Program and for landscape enhancements.
- Suddarth also announced that the library has received the 2020 Illinois State Library Public Library Per Capita Grant in the amount of \$12,275 and that the deadline for the 2021 grant application has been extended to March 15, 2021. He expects to have

this on the January 2021 agenda for the board to discuss with approval of the grant prior to submission scheduled for the March 2021 meeting.

- Suddarth told the board that the Illinois Legislature's fall veto session has been cancelled.
- Suddarth informed the board of the passing of Todd Williamson a Winfield resident who created a landscape plan for the library.
- Mego announced that he will not be running for re-election to a new term. He stated he will fulfill the commitments of his current term.
- Suddarth was asked to email the election filing dates to the board that attorney Roger Ritzman had provided.
- Suddarth gave a brief tour of the lower level of the library building as it has been changed to accommodate a limited number of patrons.

X. Adjournment

The meeting was adjourned at 8:42 p.m.