

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

November 10, 2021, 7:30 p.m.

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

I. Opening

President Johnson called the meeting to order at 7:33 p.m.

II. Roll Call

Present: Brown, Johnson, Kenyon, Ables, Hjerpe. Bothwell arrived at 7:39.

Absent: Tenyak-O'Connor

Also present: Matthew Suddarth, library director

III. Approval of Agenda

Kenyon moved acceptance of the agenda. Ables seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe

Nays: none.

Absent: Bothwell, Tenyak-O'Connor.

IV. Consent Agenda

A. Approval of minutes of the October 13, 2021 meeting

B. Financial report

C. Approval of bills

Kenyon moved and Ables seconded the approval of the consent agenda.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe.

Nays: none.

Absent: Bothwell, Tenyak-O'Connor.

V. Communication & Correspondence

Suddarth presented the following:

- An email from a patron regarding the library's recent change to not charging for fines.
- An article from the *Daily Herald* website regarding the library's recent change to not charging fines.

VI. Citizens to Speak

None.

VII. Reports of the Standing Committees

Nothing.

VIII. Trustee Reports

Nothing.

IX. Library Director's Report

Suddarth mentioned some of the staffing issues the library is currently experiencing. Several staff have been out sick due to their own or their spouses illnesses and the open page position has been difficult to fill.

X. Old Business

A. Disaster Plan

The board reviewed the changes to the plan as requested at the October meeting. An editorial change was suggested. Hjerpe moved approving the plan with the editorial changes. Bothwell seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

B. Per Capita Grant

The board discussed their review of Serving Our Public and had several questions for Suddarth. Suddarth also reviewed the status of items the library said it would try to accomplish this year in last year's grant application. Suddarth will prepare a draft application for review by the board at the December meeting.

XI. New Business

A. Review and Approval of Proposal for Painting/Repairs in Upper Level

Suddarth presented a proposal from ACR Restoration for repairing and painting the ceiling, soffit, and walls in the Adult Fiction area. Brown moved approval with a second by Ables.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

B. Review and approval of Intergovernmental Agreement to join "Illinois Libraries Present" consortium.

The trustees reviewed the proposal and agreed to postpone approval until the December meeting.

C. Review and approval of snow removal contract for 2021-22 season. Brown moved approval of the contract as presented. Kenyon seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

D. Discussion of possible refinancing of library debt certificates

Suddarth presented information regarding the refinancing of the library's debt certificates. The board instructed him to engage Merristem Advisors to pursue the refinancing.

E. Policy

i. Unsupervised Children

ii. Travel Reimbursement

iii. volunteer

iv. Friends

The board reviewed the policies and after a short discussion regarding the Unsupervised Children policy made no changes.

- F. Closed session for the purpose of reviewing minutes of closed sessions (5 ILCS 120/2 (c)21)

Kenyon moved entering closed session. Ables seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

The board entered closed session at 8:39 p.m.

The board reentered open session at 8:42 p.m.

- G. Approval of minutes of the May 12, 2021 closed session.

Bothwell moved approval and Ables seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

- H. Motion to open the minutes of the May 12, 2021 closed session.

Hjerpe moved approval with a second by Bothwell.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

- I. Consideration of destruction of recordings of closed sessions (5 ILCS 120/2.06(c))

Brown moved to have the recordings of closed sessions that are eligible for destruction as allowed by law to be destroyed. Kenyon seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

XII. Other Business

Brown mentioned that the village board is expected to hold a vote soon regarding the proposed TIF2. A short discussion ensued.

XIII. Adjournment

The meeting was adjourned at 8:47 p.m.