

Winfield Public Library
Board of Directors
Meeting of Wednesday, October 16, 2002

I. CALL TO ORDER

The meeting of the Winfield Public Library Board of Trustees was called to order at 7:30 p.m. on Wednesday, October 16, 2002, at the Winfield Public Library, Winfield, Illinois, by Kirk Edwards.

II. ROLL CALL:

Present: Absent:

Robert Brown

Karen Hannah

Kirk Edwards

Carol Tenyak O'Connor

Kimberly Kreft

Hari Soni

ALSO PRESENT: Georgianna Pulver

III. REPORT OF MEETING

The Minutes from the August 21st and September 18th, 2002 meetings were reviewed. Upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED: that the minutes of the August 21st and September 18th, 2002 meetings are accepted.

IV. COMMUNICATIONS AND CORRESPONDENCE:

Library Trustee seats open for election on April 1st, 2003.

Bluebirds thanking the Library for the support during National 4-H Week.

V. CITIZENS TO SPEAK: None

VI. FINANCIAL REPORT:

The report was reviewed and accepted subject to audit.

VII. APPROVAL OF BILLS:

The Directors reviewed the bills submitted for payment. Upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED: the bills submitted for payment be approved as presented.

VIII. REPORT OF THE STANDING COMMITTEES:

FINANCE - Approval of the 2002 tax levy.

ADMINISTRATION AND PERSONNEL - Roll Call into Executive session to discuss a personnel matter.

SYSTEM REPRESENTATIVE - DLS annual meeting is next week. Robert Brown will be vacating his seat after six years.

SPECIAL PROJECTS - Nothing

BUILDING AND PROPERTY - Nothing

POLICY - Nothing

IX. LIBRARY DIRECTOR'S REPORT:

Attended some sessions at the Illinois Library Association convention in Chicago. Tressa applied for a State LSTA grant for a Teen program. New shelving was installed last week for the video and magazine storage.

X. OLD BUSINESS

Library Friends Policy was reviewed. Upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED: Friends Policy was approved as presented.

XI. NEW BUSINESS

Recommendation to offer Tressa a full time position. She is currently working 32 hours a week with various responsibilities. Upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED: It was approved that Tressa be offered a full time position.

Proposal for meeting room automatic door repair and installation. Upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED: Proposal was approved as presented.

Presented a quote for new signage from Fox Valley Signs. Due to budget constraints, proposal will be discussed at a later date.

Search Warrant Policy was presented. Upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED: Search Warrant Policy was approved as presented.

XII. NEXT MEETING:

It was the consensus of the Board of Directors that the next meeting be at 7:30 p.m. on November 20, 2002.

XIII. ADJOURNMENT:

There being no further business, upon a motion duly made and seconded, the meeting was adjourned at 9:56 p.m.