

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

October 12, 2022 ; 7 :30p.m.

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

I. Opening

In the absence of Johnson, Brown called the meeting to order at 7:33 p.m.

II. Roll Call

Present: Ables, Kenyon, Bothwell, Brown, Tenyak-O'Connor. Hjerpe arrived at 7:50.

Absent: Johnson.

Also present: Matthew Suddarth, library director.

III. Approval of Agenda

Ables moved acceptance of the agenda. Kenyon seconded.

Ayes: Kenyon, Ables, Bothwell, Brown, Tenyak-O'Connor

Nays: None.

Absent: Johnson, Hjerpe.

IV. Consent Agenda

A. Approval of minutes of the September 14, 2022 meeting.

B. Financial report

C. Approval of bills

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

Ayes: Kenyon, Ables, Bothwell, Brown, Tenyak-O'Connor

Nays: None.

Absent: Johnson, Hjerpe.

V. Communication & Correspondence

Suddarth presented various articles regarding book banning attempts.

VI. Citizens to Speak

None.

VII. Reports of the Standing Committees

None.

VIII. Trustee Reports

None.

IX. Library Director's Report

Suddarth updated a few items from his written report.

X. Old Business

- A. Review and approval of COVID-19 Face Covering Policy
The trustees reviewed the policy and made no changes.

XI. New Business

A. Disaster Plan

After a review and discussion of the document, it was the consensus of the board to remove a reference to the use of latex gloves as these are no longer recommended for use due to allergic reactions by many who have used them. Hjerpe moved acceptance of the plan with the change. Tenyak-O'Connor seconded.

Ayes: Brown, Kenyon, Ables, Bothwell, Hjerpe, Tenyak-O'Connor

Nays: None.

Absent: Johnson

B. Per Capita Grant

Suddarth reviewed this year's application. The board will approve it at the January meeting.

C. 2023 Board Meeting Dates

The board reviewed the dates proposed. Tenyak-O'Connor moved acceptance with a second by Ables.

Ayes: Brown, Kenyon, Ables, Bothwell, Hjerpe, Tenyak-O'Connor

Nays: None.

Absent: Johnson

D. 2023 Library Closing Dates

The board reviewed the dates proposed. Tenyak-O'Connor moved acceptance with a second by Ables.

Ayes: Brown, Kenyon, Ables, Bothwell, Hjerpe, Tenyak-O'Connor

Nays: None.

Absent: Johnson

E. April 4, 2023 Consolidated Election

The board discussed the requirements of those running for re-election.

F. Policy

i. Investment

The board reviewed the policy and made no changes.

ii. Search Warrant

The board reviewed the policy and made no changes.

iii. Meeting Room

Suddarth proposed two changes to the policy. The first is to require only those aged eighteen and older be allowed to reserve the room. The second is to state that the room is available to be reserved on a ninety-day rolling basis.

Kenyon moved acceptance of the policy with the suggested changes and Hjerpe seconded.

Ayes: Brown, Kenyon, Ables, Bothwell, Hjerpe, Tenyak-O'Connor

Nays: None.

Absent: Johnson

G. Serving our Public – Chapter 2, "Governance and Administration"

The board reviewed the chapter.

XII. Other Business

Ables mentioned that she would be attending the Illinois Library Association Annual Conference. Kenyon and Johnson will also be attending.

XIII. Adjournment

Tenyak-O'Connor moved adjournment at 8:34 p.m. Hjerpe seconded.

Ayes: Brown, Kenyon, Ables, Bothwell, Hjerpe, Tenyak-O'Connor

Nays: None.

Absent: Johnson