

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES
September 10, 2008

I. Call to Order

The meeting of the Winfield Public Library Board of Trustees was called to order at 7:34 p.m.

II. Pledge of Allegiance

III. Roll Call

Present:	Absent:
Carol Tenyak-O'Connor	Robert Brown
Cindy Keck	Michael Belica
Karen Hannah	
Laura Slivinski	

Matthew Suddarth

Also present: Ida Lee

IV. Approval of Agenda

Hannah moved, Slivinski seconded. Ayes, all present.

V. Consent Agenda

Hannah moved approval, Keck seconded. Ayes: all present, with Slivinski abstaining from voting on the minutes of the August meeting.

VI. Communication and Correspondence

A letter was received from the Winfield Historical Society thanking Suddarth for his help with their run.

A letter was received from a patron thanking the library for making *Encyclopedia Britannica* available on-line.

An article by Hillary Theyer was shared, explaining that libraries devalue their services by calling them "free." She suggested emphasizing to patrons that they are already paying for services, so they are encouraged to use the services.

An article from Robert Doyle of ILA was received concerning the annexation disputer between Geneva and Batavia libraries. He also sent a memo about Senate Bill 2512 concerning the Internet Safety Education Curriculum bill, and another concerning Senate Bill 2321 allowing county boards to authorize an increase in county law library fees.

Another concerned House Bill 4527 concerning changing equalization grant language, and another concerning a proposal to leas the state lottery as a way to raise income for the State of Illinois.

A trustee workshop with Nancy Sylvester will be held on Oct. 3 and Nov. 14 at each library system headquarters.

The DLS fall legislative breakfast is Nov. 10 at the Bloomingdale Public Library.

DLS Library Board Member Roundtable will be held Oct. 6, 2008 at the Bloomingdale Public Library.

The Village of Winfield will hold a feedback session regarding the Town Center Marketing and Capacity Study Saturday, Sept. 13, at 1:00 at village hall.

VII. Citizens to Speak

Ida Lee thanked board members for their help with the book sale. Marissa Choate, president of the Winfield Library Friends, is finding it difficult to be available for meetings and activities. The next meeting will be held Sept. 13.

VIII. Reports of Standing Committees

A. Finance

1. The 2008 tax levy along with the Truth in Taxation table was presented. Hannah moved acceptance, Slivinski seconded. Ayes: all present.

B. Administration and Personnel – no report.

IX. Library Director's Report

- Several staff members have been sick recently, so staff reports are brief.
- Legislative issues were discussed under Communication and Correspondence
- One of the new pages has resigned after being offered a position at another library closer to his home with more hours. The two current pages will share the hours.
- The ILA conference is coming up soon in Chicago, with Trustee day being Sept. 25. There is still time to register. People can also go and get a visitor pass to view the vendor booths.
- Next Reads is on the web site.

X. Old Business

A. Facility Plan Committee

Suddarth reported that the architects are beginning the working drawings.

Steve Larson of Ehlers and Associates confirmed the library could handle financing \$1.25m of bonds at 4.5% interest. The annual amount of payment is within our estimated budget at \$94-\$98K a year for 20 years.

Suddarth and Matt Hichens met with village staff to discuss the project. The good news was: they did not see any problem getting a special use permit from the Plan Commission, nor any problem getting a variance for a smaller set back from the street. The village staff did suggest neighborhood meetings so the people living close by who might object to the zoning variance would understand the scope and purpose of the project. The staff said they liked the design. There should not be a problem with the floor area ratio of the expanded building.

It is possible DuPage County may consider the total size of the building, not just the addition when deciding storm water retention requirements.

Sprinklers will not be needed as the total square footage is under 12,000.

A tree inventory will be required, and any trees removed may need to be replaced.

The bad news: the village is limited to ½ of 1% of the total EAV for debt. They have approximately \$1.2m available for debt, and they may want to reserve a portion of that in case they need to issue bonds to finance the proposed pedestrian underpass or other projects.

Suddarth outlined four options:

1. Put out a referendum for vote asking for a tax increase, or asking to issue bonds that would not raise taxes.

2. Look at renovating the existing space, which would accomplish some of the library's goals, without providing accessibility.
3. Go for a new building altogether.
4. Become a district, which would allow the library to incur debt without the village's approval. It would make areas currently outside of any library area available for annexation. The library would at that point need to pay its own utilities, which now are about \$28k each year.

Matt Hichens will ask contractors for a more accurate cost estimate. Hannah suggested a new site be considered.

- B. Board Value Statement
No report – tabled until the October meeting.
- C. Closed Session – tabled until the October meeting.
- D. Library Walk-Through – two have been received. Suddarth encouraged board Members to finish them.
- E. Per Capita Grant
 1. Board reviewed *Serving our Public: Standards for Illinois Libraries* Chapter IX, “Facilities-implication of technology on designing/remodeling a building
 2. Board reviewed Illinois Freedom of Information Act
 3. Board reviewed Illinois Open Meetings Act

XI. New Business

- A. Staff e-mail/electronic use policy
Board reviewed the policy. No changes recommended.
- B. DuPage Library System Board election
Hannah recommended Suddarth send the vote for the Board, since all seats are uncontested. Board concurred.

XII. Other Business

Hannah mentioned seeing an attractive insert to the Kane County Herald newspaper about the Geneva library's 100th anniversary. She suggested exploring a way to do something similar to spread the word about the Winfield Public Library, considering it is the 40th anniversary of the first referendum to establish a library tax.

Hannah encouraged the Board to continue to refer to the Strategic Plan, to celebrate the things that are being accomplished to move the library forward.

Suddarth reported wanting to concentrate on the Community Reads program for fall, and will look into other ways to promote the library after that. There is an open house scheduled for December 13.

A letter of resignation from Karen Hannah, effective October 17, 2008, was read accepted with regret, and with best wishes for future adventures.

XIII. Adjournment

Keck moved and Slivinski moved adjournment at 8:45 p.m.

Respectfully submitted,

Cindy L. Keck