

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

September 13, 2023 ; 7:30p.m.

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

I. Opening

Brown called the meeting to order at 7:30 p.m.

II. Roll Call

Present: Brown, Ables, Tenyak-O'Connor, Johnson, Kenyon; Hjerpe arrived at 7:33

Absent: None.

Also present: Joseph Troyer, Auditor with GW & Associates; Matthew Suddarth, library director.

III. Items to be removed from Consent Agenda for Separate Discussion

None.

IV. Consent Agenda

A. Approval of minutes of the August 9, 2023 meeting

B. Financial report

C. Approval of bills

Tenyak-O'Connor moved to approve the consent agenda. Ables seconded. All present voted in favor.

VI. Citizens to Speak

None.

VII. Reports of Standing Committees

A. Finance

i. Tax levy

The 2023 levy was reviewed by the board. Tenyak-O'Connor moved approval of the levy with a second by Johnson.

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

Nays: None.

Absent: None.

ii. Audit report

Mr. Troyer presented the annual audit report to the board. Kenyon made a motion to accept the report with a second by Hjerpe.

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

Nays: None.

Absent: None.

iii. Annual report of revenues & expenditures

Suddarth presented the report for review by the board.

Ables moved to accept the report with a second by Tenyak-O'Connor.

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

Nays: None.

Absent: None.

VIII. Trustee Reports

Johnson reported the Good Old Days parade was a success and that over 400 bookmarks were handed out to spectators.

IX. Library Director's Report

In addition to his written report, Suddarth reported the following:

- The online meeting room software will be discontinued in the coming year.
- The replacement railing by the handicap parking is scheduled to be replaced Friday, September 15th.
- He reported on the recent community outreach activities by staff.

X. Old Business

A. Long Range Plan

The board reviewed the section regarding personnel. Johnson will compile the notes from the previous discussions and present at the October meeting.

B. Election of board treasurer

After a discussion, it was decided that Tenyak-O'Connor would be the new treasurer and that the board will appoint Hjerpe to be secretary. Ables moved to appoint Tenyak-O'Connor as treasurer with a second by Johnson. All present voted in favor. Upon appointment as treasurer, the consensus of the board was that Tenyak-O'Connor act as secretary pro tem for the remainder of the meeting. Appointment of Hjerpe as secretary will be placed on the October agenda.

XI. New Business

A. Appointment of new trustee

One application to fill the vacancy created when Bothwell left the board was received. Upon review and discussion, the board decided to appoint Mary Vanco to the position. Tenyak-O'Connor moved to make the appointment with a second by Ables.

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

Nays: None.

Absent: None.

B. LIMRiCC resolution

Suddarth presented two resolutions from the LIMRiCC consortium regarding changes to the Intergovernmental Agreement. Upon review of the resolutions, Tenyak-O'Connor moved to accept with a second by Kenyon.

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

Nays: None.

Absent: None.

C. Policy

The board reviewed the following policies and made no changes:

- Internet
- Wi-Fi
- Staff email
- Test proctoring
- Notary

D. Trustee training

The board viewed the video "Trustee Trouble1: Membership"

XII. Other Announcements/Comments

None.

XIII. Adjournment

On a motion made by Kenyon and seconded by Tenyak-O'Connor, the board adjourned at 8:45 p.m.