

**MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
April 12, 2006**

I. Roll Call

Carol Tenyak-O'Connor called the meeting to order at 7:30 p.m. with the Pledge of Allegiance. The roll call was taken as follows:

Present:	Absent:
Carol Tenyak-O'Connor	None
Robert Brown	
Peter Dopper	
Karen Hannah	
Linda McNamara	
Laura Slivinski	
Michael Belica	
Matthew Suddarth, Library Director	

II. Minutes

The minutes from the March 8, 2006 meeting were reviewed and on a motion made and seconded, the Trustees approved the minutes with Michael Belica, Laura Slivinski, and Peter Dopper abstaining.

III. Communication and Correspondence

Matthew Suddarth reported the following:

- A. The Library has received its annual Certificate of Status of Exempt Property
- B. The Library received a not of condolence from Halle Mikyska, President of the DuPage Library System board, regarding the library failing to pass its referendum for increased operating funds.
- C. Information about upcoming workshops for trustees
- D. Privacy statement from Mueller and Co., the library's auditor in the past.
- E. A letter from library attorney Roger Ritzman regarding a case in the Illinois Appellate Court about the Freedom of Information Act.
- F. DuPage Library System executive director's report for March.

IV. Citizens to Speak

None.

V. Financial Report

The financial report was reviewed and accepted subject to audit.

VI. Approval of Bills

The disbursements for the month of March were reviewed and on a motion made and seconded, the Trustees unanimously approved the bills as presented.

VII. Reports of the Standing Committees

A. Finance

The final tax levy extension was presented and the working budget for fiscal year 2006-07 was reviewed for passage at the May meeting.

B. Administration & Personnel

A discussion to discuss the staff salary budget was moved to new business.

C. Policy

No report.

D. System Representative

Karen Hannah reported on a lawsuit by the College of DuPage regarding the disclosure of architectural fees by firms bidding for work. Mrs. Hannah also reported on her upcoming trip to Washington D.C. as a representative of the DuPage Library System at the annual Library Day hosted by the American Library Association.

E. Special Projects

No report.

F. Building and Property

VIII. Library Director's Report

Matthew Suddarth reported the following:

A. The staff has been rearranging some areas of the building to better utilize the space we have.

B. An update on legislative issues.

C. An update on adult programs.

D. Summary of various meetings attended.

IX. Old Business

Update on referendum/building project – A special meeting has been scheduled for Saturday, May 20, 2006 at 9:00 a.m. to discuss future plans in light of the referendum not passing.

X. New Business

A. The election officers was held and Karen Hannah has been elected president. Robert Brown will continue as treasurer and Peter Dopper as secretary.

B. A resolution for the Library to participate in the state wide non-resident card program using the tax bill method for determination of the fee was unanimously approved on a motion made and seconded.

C. On a motion made and seconded, the board unanimously approved the landscaping contract for the summer of 2006.

D. After a discussion of the annual contract with our accountant, the board asked Matthew Suddarth to get further information from the accountant before proceeding.

E. Matthew Suddarth reported future per capita grant requirements.

F. The board reviewed the chapter on Reference, Readers' Advisory, & Bibliographic instruction in *Serving our Public: Standards for Illinois Libraries*.

G. On a motion made, seconded, and unanimously approved with a roll call vote, the board entered executive session at 9:22 p.m. for the purposes of discussing the staff salary budget and the consideration of a real estate purchase. At 10:40 p.m. the board returned to open session and unanimously approved the salary budget.

XI. Other Business

None.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 10:43 p.m. The next meeting is set for Wednesday, May 10, 2006 at 7:30 p.m.

Respectfully submitted,
Peter A. Dopper, Secretary