MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
April 8, 2026; 7:30 PM
Winfield Public Library, 0S291 Winfield Rd., Winfield, IL 60190

I. Opening
Tenyak-O'Connor called the meeting to order at 7:35 PM

II. Roll Call
Present: Ables, Choate, Hjerpe, Johnson, Tenyak-O'Connor
Absent: Brown, Olson
Also present: Library Director, Joe Marcantonio

III. Items to be removed from Consent Agenda for Separate Discussion
A. Approval of minutes of the March 11, 2026 meeting
i. Removed by Hjerpe for corrections

IV. Consent Agenda
A. Approval of minutes of the March 11, 2026 meeting
B. Financial report
C. Approval of bills paid and payable
i. Johnson moved to approve the consent agenda. Ables seconded. All present voted in favor.

V. Communication & Correspondence
Marcantonio presented the following:
A. Tentative Tax Rate and Rate Percentage Reallocation Worksheet from County Clerk
B. Memo from our attorneys, the Ritzman's, on changes to the OMA/FOIA.
i. Public entities prohibited from meeting on Election days.
ii. Remote attendance permitted for military service.
iii. Posting of information per FOIA is required.
iv. Public entities may require a FOIA requestor to verify they are a person.
v. Public Records per FOIA do not include "junk mail", i.e., unsolicited commercial mail to which no response was made.

VI. Citizens to Speak
None.

VII. Reports of Standing Committees
A. Finance – Marcantonio presented a draft of the working budget for FY 2026-27. After revisions, the budget is scheduled for approval by the board at the May 13 meeting.

VIII. Trustee Reports
Johnson reported on usage of eBook and eAudio resources.
Choate discussed the usage of the silt snake to block debris that causes flooding issues.

IX. Library Director's Report
A. **Facilities:**

a. Drain blockage issue continue to impact the library parking lot.
b. Flooding in Youth Service – hopefully this will be temporarily remedied with a silt snake until a permanent solution can be addressed.
c. Parking lot flooded and then froze causing parking lot backups on election day.
d. Lighting upgrades to be completed in-house (priority areas identified).
e. Carpets cleaned.

B. **Personnel:**
   a. Staff evaluations in progress; due April 17.

C. **Programs & Partnerships:**
   a. Imagination Library launched successfully; regional rollout underway.
   b. Historical Society book moving forward (library retains copyright).

D. **Friends of the Library:**
   a. Approved $2,850 for Summer Reading.
   b. Planning fundraiser with Winfield Creamery.
   c. Board slate nearly complete; Secretary position open.

E. **Operations:**
   a. Reviewing insurance proposals.
   b. Exploring upgraded printing/scanning services via grant funding.

F. **Legislation:**
   a. Ebook bill advancing with strong support; potential legal challenge expected.

G. **Administration:**
   a. Election completed;
   b. Tax levy reallocation submitted under tight deadline.
   c. LIMRiCC moving to online system.

H. **Technology:**
   a. Multiple outages resolved (website, public PCs).
   b. Network upgrades delayed due to firewall access issue; email migration postponed.

I. **Upcoming:**
   a. IPLAR reporting in progress.
   b. Audit prep underway using new online system.

X. Old Business

A. POLICY
   i. Personnel
      - Ables moved to approve the policy with approved corrections. Choate seconded. All present voted in favor.
   ii. Family Leave
      - Ables moved to approve the policy with approved corrections. Johnson seconded. All present voted in favor.
   iii. Harassment
      - Policy will be amended and brought back for approval in May.
   iv. Drug and Alcohol Free Library
      - Johnson moved to approve the policy with approved corrections. Ables seconded. All present voted in favor.

XI. New Business

A. Board Meeting Calendar presented.

B. Non-Resident Card Resolution was adopted on a motion from Johnson, seconded by Choate. All present voted in favor.
C. Ethics Resolution affirmed with no changes.
D. Illinois Public Library Standards
    i. The board reviewed the *Information Services* chapter.
    ii. The board discussed the Director's report on the *Information Services* chapter's Action Plan.
E. iLEAD Trustee Training
    i. The Board discussed the *Finance for All Illinois District Libraries* module.
    ii. The Board will discuss the *Planning for Today and Tomorrow* module at the May meeting.
D. Motion by Johnson, seconded by Ables, to enter closed session at 9:31 PM for the purpose of discussing of staff compensation (5 ILCS 120§2(c)(1) Personnel)
E. Motion by Johnson, seconded by Ables, to reenter open session at 9:40PM. Director's salary percentage increase decided.

XII. Other Announcements/Comments

None.

XIII. Adjournment

The board adjourned at 9:42 PM on a motion made by Johnson and seconded by Ables. All present voted in favor.