

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
August 13, 2008

I. Call to Order

The meeting of the Winfield Public Library board of trustees was called to order at 7:31 p.m. by Robert Brown, treasurer.

II. Pledge of Allegiance

III. Roll Call

Present:

Cindy Keck
Robert Brown
Karen Hannah
Michael Belica

Absent:

Laura Slivinski
Carol Tenyak-O'Connor

Matthew Suddarth

Also present: Ida Lee

IV. Approval of Agenda

Hannah moved, Keck seconded. Ayes, all present.

V. Consent Agenda

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

VI. Communication and Correspondence

DLS board elections are coming up, with two full term positions open. Board members should let Suddarth know if they are interested in running.

DLS was asked to reconsider their holiday closing schedule to better accommodate member libraries. They reviewed the suggestion, but decided to retain their closure schedule as posted.

A letter was received from Kay Hatcher, a candidate who attended the candidate's forum at DLS.

A letter was received from the state treasurer advising of changes in the way Illinois Funds money will be invested.

A letter was received from attorney Ritzman regarding real estate assessment appeals advising that the county will represent us if a tax assessment is challenged.

Several pieces of information were forwarded from Bob Doyle of ILA.

VII. Citizens to Speak

Ida Lee reports the Winfield Library Friends are scheduled to meet August 14 to prepare for the book sale September 4, 5, and 6.

VIII. Reports of the Standing Committees

- A. Finance: Suddarth presented the proposed tax levy for information. The board will vote on it in September.
- B. Administration and Personnel: no report.

IX. Library Director's Report

The air conditioning is working.

All current library legislation is waiting the governor's signature.

Wireless printing is now working, with a brochure about it coming soon.

Three new pages started 8/13/08. Tressa Link is training them.

The insurance agent is looking into the cost of purchasing additional sewer back-up coverage and earthquake coverage.

DLS candidate's open house was held July 14.

Winfield Historical Society Run was held August 9.

Suddarth attended an Illinois State Library Per Capita Grant workshop July 29. There are new requirements this year, and they are stressing that incomplete applications will not be accepted.

Good Old Days is scheduled September 4-7.

ILA committee orientation was held in Peoria July 31. Suddarth is starting his second year on the Public Policy Committee.

Cruzin' Winfield was cancelled August 4 due to weather.

Nuccia Choate and Leslie Brittain continue to prepare for Community Reads. A press conference was held August 11. An article about it can be seen on the TribLocal website. It will kick-off September 13 at all three libraries.

X. Old Business

- A. Facility plan committee

No report. Suddarth mentioned that while the Secretary of State's budget continues to increase, the portion for the Illinois State Library decreases.

- B. Board value statement

No report.

- C. Closed session – Appointment of new trustee to fill vacant position (5 ILCS 120/2 (c) 3)

Tabled until September meeting.

- D. Good Old Days Parade

Board agreed to walk in parade. White shirts and blue pants, along with a car provided by Belica.

- E. Library Walk-Through

One has been returned. Board members are encouraged to complete as soon as possible.

XI. New Business

A. Per Capita Grant Requirements

Suddarth reported on a workshop he attended. There is more board involvement this time. Applications must be complete or will be rejected. Board members must to www.illinoisattorneygeneral.gov/government/FOIA_guide.pdf and review the information. They must also go to www.illinoisattorneygeneral.gov/government/openmeet.pdf and review the material there. These items will be discussed at the September board meeting. Suddarth will take care of the other requirements.

B. Reference Policy – reviewed. No changes recommended.

C. Personnel Policy

Brown had asked that the Board review the policy prohibiting hiring of relatives of staff or Board members. Discussion followed, with a decision not to change the policy at this time.

Suddarth noted that section IV. A. says the Board will approve appointments and this hasn't been done. Hannah moved and Keck seconded that IV.A., first paragraph, the sentence reading 'The board will subsequently approve appointments' be stricken. Ayes: all present.

D. Fall in-service closing

Suddarth reported that the fall ILA conference will be held in Chicago this year. The staff have chosen the sessions they want to attend, and they all are on Wednesday, September 24, 2008, and Suddarth asked about closing the library that day. Discussion followed. Hannah moved and Belica seconded that the library be closed September 24, 2008 so staff can attend in-service sessions at the ILA conference. Ayes: all present. Suddarth will notify local schools of the schedule closing.

E. Agreement with village to use meeting room in case of emergency

The past agreement with the village to use the library meeting room as a press briefing room in case of a village emergency was sent to village trustee Christine Petitti who has since resigned. Suddarth presented a new document that is the same agreement, but is now with Winfield Emergency Management Agency. Hannah moved and Belica seconded approval of the agreement. Ayes: all present.

XII. Other Business

Thursday, September 25 is Trustee Day at the ILA conference. Let Suddarth know if you are interested in going.

The meeting was adjourned at 8:23 p.m. The next meeting of the board will be Wednesday, September 10, 2008 at 7:30 p.m.

Respectfully submitted,

Cindy L. Keck, secretary