

**MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

August 9, 2017, 7:30 p.m.

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

I. Opening

President Mego called the meeting to order at 7:35 p.m.

II. Pledge of Allegiance

III. Roll Call

Present: Mego, Boyle, Kenyon, Hjerpe, Brown

Absent: Johnson, Tenyak-O'Connor

Also present: Matthew Suddarth, library director

IV. Approval of Agenda

Brown moved and Boyle seconded the approval of the agenda.

Ayes: all present

V. Consent Agenda

A. Approval of minutes of the July 12, 2017 meeting

B. Financial report

C. Approval of bills

Brown moved and Kenyon seconded the approval of the consent agenda.

Ayes: all present

VI. Communication & Correspondence

None.

VII. Citizens to Speak

None.

Tenyak-O'Connor arrived at 7:40 p.m.

VIII. Reports of the Standing Committees

A. Finance – Tax levy

The board reviewed the tax levy. It is scheduled for approval at the September meeting.

B. Administration & Personnel – no report.

C. System Representative- no report.

IX. Library Director's Report

Suddarth reported the following:

- The carpet was cleaned July 14
- New timers for the exterior lights were installed

- There was another power outage requiring the elevator repair company to re-set the equipment.
- The House Appropriations committee is recommending the same level of funding for the Institute of Museum and Library Services for 2018 as 2017.
- Jenna Palka has left the library to go to college. Sydney Hanlon has been hired to replace her.
- The internet connection upgrade is still not completed
- Summer Reading Program was successful, with over 400 participants in the youth program.

X. Old Business

A. Long Range Plan

The trustees discussed the draft plan. All are to contact Mego with their priorities to be compiled into a final document.

B. Library Walkthrough

Suddarth presented the results of the walkthrough exercise and discussed the items that have been addressed, items that will be addressed, and items that will take a longer timeframe to address.

XI. New Business

A. Reference Policy

The trustees reviewed the policy and made no changes.

B. Serving our Public – Chapter 5, “Technology”

The board reviewed the chapter.

XII. Other Business

Suddarth reminded the board that the Good Old Days book sale and parade were coming soon. If they are interested in participating in either activity they should contact the appropriate people.

Suddarth informed the board that a safety program to satisfy the per capita grant requirement for trustees will be announced by RAILS in September.

XIII. Adjournment

The meeting was adjourned at 8:42 p.m.