

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

August 13, 2025; 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, Johnson, Choate, Olson, Tenyak-O'Connor, Hjerpe

Absent: Ables

Also present: Library director: Joe Marcantonio.

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

None.

**IV. Consent Agenda**

A. Approval of minutes of the July 9, 2025 meeting

B. Financial report

C. Approval of bills paid and payable

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

**V. Communication & Correspondence**

Marcantonio presented the following:

- Codifying Censorship or Reclaiming Rights? The State-by-State 2025 Legislative Landscape For Libraries – EveryLibrary article about the various proposed state laws effecting libraries around the country.
  - o Inclusion of each bill currently on the floor in Illinois.
- *Fra Noi* profile on new Library Director.
- Legislation approved to allow libraries to spend grant funds on security features.
- New Address Creation notification from the Village of Winfield: 0N525 County Farm Rd. This is the new Fire Station.
- “Diploma” from Directors University.

**VI. Citizens to Speak**

None.

**VII. Reports of Standing Committees**

The 2025 Tax Levy was introduced for approval at the September board meeting.

**VIII. Trustee Reports**

Trustee Choate reported on the Library’s parade entry:

- To accompany the Good Old Days theme: *Honoring Hometown Legends*, the library will honor Marcia McAdams and Ida Lee.
- Trustees, staff and their families will march in parade wearing the white WPL logo shirts.
- The banner and large posters with the Library’s services will be carried. Candy will be given out this year.

- The services will be promoted on the Library's Facebook page in the lead up to the parade.

Trustee Olson reported on the current state of the library's website.

- Changes and recommendations suggested.
- Board would like the website improved overall.

## **IX. Library Director's Report**

See written report.

## **X. Old Business**

### **A. Policy**

- Approval of changes to Blood Borne Pathogens Policy.
  - Johnson moved to approve the policy. Tenyak-O'Connor seconded. All present voted in favor.
  - Signed by Board President Brown and Secretary Hjerpe.

## **XI. New Business**

### **A. Policy**

- Reference Policy
    - The trustees reviewed the policy and made no changes.
  - Web Accessibility Policy
    - The trustees reviewed the policy and made a change to remove Katie's name from the policy and refer to her position instead. Policy to be approved at September meeting with changes.
- B. Introduction of the new Illinois Public Library Standards
- Director Marcantonio presented the new standards which have replaced the Serving Our Public publications. The new standards are online only to allow for easier updates and more dynamic samples as they become available. The board will review a chapter each month as is required by the Per Capita Grant.
  - For the next meeting:
    - the board will review the standards introductory webinar and the 5 introduction chapters.
    - The board will review the Access chapter and appendices.
    - The board will discuss and evaluate the chapter's Action Plan.

### **C. iLEAD Trustee Training**

- All Trustees have been signed into their L2 accounts and Board President Brown has assigned a module for each month.
  - **Ethical Principles – September**
  - Illinois Trustee Requirements – October
  - How to Conduct an OMA Compliant Board Meeting - November
  - Library Trustee 101 - December
  - Board Operations - January
  - Building and Maintenance - February
  - Community Engagement - March
  - Developing a Communication Plan - April
  - Finance for Public Libraries - May
  - Planning for The Future - June
  - Policymaking – July

- Resources and Trustee Continuing Education – August
- b.
  - Trustees reviewed the first 5 modules of the L2 Training and will discuss the Ethical Principles module at the September Board Meeting.

D. Walkthrough Results

- a. Each Board and Staff member filled out a building walkthrough report. The complied results can be on the link above and are included in the board packet.
- E. Server and phone replacement quotes.
  - a. The board reviewed the server and phone quotes and have chosen to seek another option before making the final decision.

**XII. Other Announcements/Comments**

- a. The Board received a thank you letter from Matthew Suddarth.

**XIII. Adjournment**

The board adjourned at 9:24 p.m. on a motion made by Tenyak-O'Connor and seconded by Johnson.