

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

December 10, 2008

I. Call to Order

The meeting of the Winfield Public Library board of Trustees was called to order at 7:32 PM.

II. Pledge of allegiance

III. Roll Call

Present:

Carol Tenyak-O'Connor

Cindy Keck

Robert Brown

Ida Lee

Laura Slivinski

Michael Belica

Matthew Suddarth

Also Present: Marlys Powers

IV. Approval of Agenda:

Brown moved, Keck seconded. Ayes, all present.

V. Consent Agenda:

Keck moved approval, Brown seconded. Ayes: all present.

Suddarth reported the office machines line item looks way over budget due to the purchase of a new microfiche reader. Promised donations from the Winfield Historical Society and the Friends of the Library will offset that.

Also the adult periodicals line item looks way over budget because it is the first year periodicals have been separated into different accounts. The total for periodicals on budget.

VI. Communication and Correspondence

Suddarth read a letter from Rebecca Johnson of the MERIT Foundation that accompanied a donation of \$7,062.00, with \$1,500.00 given to the children's reading program, and \$5,562.00 given to the building development fund.

A review of recent Illinois Appellate Court decisions covering the Open Meetings Acts was sent by Roger Ritzman.

The DLS Annual report is available for review.

The DLS Newsletter will now arrive electronically.

VII. Citizens to Speak

None

VIII. Reports of Standing Committees

- a. Finance: No report
- b. Administration and Personnel: Three applications for the open board position have been received. Tenyak-O'Connor and Keck are interviewing them, and will have a recommendation at the January meeting.

IX. Library Director's Report

- AC units have been kicking in sporadically. Seems to have stopped for now.
- SB1103 passed both houses of the Illinois Legislature. The Secretary of State's budget was cut by \$20.7 million. Effect of libraries is not known at this time
- Nine people attended the program by a photographer of the Viet Nam War, and three people attended the program about works of art about the Nativity
- Have received notice from the Illinois State Library that we qualify financially for a grant from the Gates Foundation to purchase new patron access computers. Suddarth is exploring whether or not it is worth it to buy the required more expensive computers in order to receive partial reimbursement from the foundation.
- DLS has extended the time line for hiring a new director
- Suddarth attended the DLS Legislative Breakfast, the Winfield Chamber of Commerce Candidate's Night, the LACONI program on "Succession Management", the ILA Public Policy Committee, the DLS Administrator's Special Interest Group, and the Winfield Chamber of Commerce Board meeting. Details are in the director's report.
- The Winfield Chamber of Commerce Inaugural dinner and raffle is Jan. 19 at Brian's Charhouse
- The intern, Sia, has finished her time with the library

X. Old Business

- A. Facility Plan Committee Deferred to New Business to be discussed in conjunction with consideration of referendum

- B. Board Value Statement Tabled
- C. Closed Session –Appointment of New Trustee Tabled
- D. Library Walk Through—All Trustees who have not turned in their walk through forms are encouraged to complete them as soon as possible
- E. Unsupervised Children in the Library Policy No changes
- F. Review Minutes of Closed Sessions Keck moved to keep minutes of all closed sessions closed. Brown seconded. Ayes: all present
- G. Snow Removal Contract Brown moved approval of the contract as proposed by Sitarz Landscape and Maintenance, Inc. Lee seconded. Ayes: all present.

XI. New Business

- A. Consideration of Referendum for Building Expansion, April 7, 2009
Suddarth gave a presentation of the more detailed interior and exterior drawings as done by Newman Architects. Discussion followed on the costs with and without the north addition. Suddarth also presented a memo from attorney Ritzman on procedures for letting bonds, and a resolution to be presented to the Village Board. Brown moved approval of the Resolution as presented for the letting of bonds to raise approximately \$1.8 to finance the newly named Winfield Library Accessibility Project. Keck seconded.
Brown: Aye
Lee: Aye
Keck: Aye
Tenyak-O'Connor: Aye
- B. By-Laws
By-laws were reviewed, and no changes recommended
- C. Board meeting dates for 2009
Brown moved the meeting dates be approved as presented. Keck seconded. Ayes: all present
- D. Library Closings for 2009
Brown moved the closing dates be approved as presented. Lee seconded. Ayes: all present
- E. *Serving Our Public*—Access, Public Relations and Marketing
The section was reviewed.

XII. Other Business

After discussion about a referendum committee, it was decided Tenyak-O'Connor will lead the first meeting, which will consist of Tenyak-O'Connor, Suddarth and Lee.

Discussion followed about different ways to get the community to support the Accessibility Project, including having citizens who find it hard to access the library write letters and be speakers at community meetings.

The first public information meeting was tentatively scheduled for January 8, 2009, at Winfield Community Bank Community Room, pending the room being available.

Trustees will be at the library Open House on Saturday Dec. 13, to present the drawings to anyone who is interested.

XIII. **Adjournment:** Brown moved and Lee seconded adjournment at 9:48 PM.

Respectfully Submitted,

Cindy L. Keck