

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

December 11, 2013, 7:30 p.m.

Central DuPage Hospital
0N025 Winfield Rd., Winfield, IL 60190

I. OPENING

The meeting was called to order by President Tenyak-O'Connor at 7:30 PM

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Tenyak-O'Connor, Brown, Vanco, Mego, Keck

Absent: Hendricks, Shanahan

Also Present: Matthew Suddarth, Phil Mustes

IV. APPROVAL OF AGENDA

Brown moved approval of the agenda as presented; Vanco seconded. Ayes: all present

V. CONSENT AGENDA

A. APPROVAL OF MINUTES OF THE NOVEMBER 13, 2013 MEETING

B. FINANCIAL REPORTS

C. APPROVAL OF BILLS

Brown moved approval of the consent agenda as presented; Mego seconded. Ayes: all present

VI. COMMUNICATION AND CORRESPONDENCE

The library received a letter and elevator inspection certificate from the village.

VII. CITIZENS TO SPEAK

None

VIII. REPORTS OF STANDING COMMITTEES

A. FINANCE: no report

B. ADMINISTRATION & PERSONNEL: no report

C. SYSTEM REPRESENTATIVE: no report

D. BUILDING & PROPERTY

Suddarth reports the building project is nearly completed, with minor items being taken care of daily. Picture book shelving has arrived, but will not be in place by the open house. The upstairs circulation desk is functional but will not be completed this week, as the installation of new carpeting in the area has taken time. New ceiling tiles above the desk are in place, and painting is being finished as of 12/11/13. The library was closed 12/09 and 12/10 to finish shelving books.

IX. LIBRARY DIRECTOR'S REPORT

The state passed a new pension reform bill that does not affect current IMRF participants. It may affect future IMRF participants.

Police Chief Reeve is ordering the concealed carry signs to be posted at the doors of buildings where concealed firearms are prohibited.

Suddarth presented the tax levy to the Village Board, and it is scheduled to be voted on Dec. 19, 2013.

Circulation stats are beginning to rise.

X. OLD BUSINESS

A. HEALTH INSURANCE

The Village has contracted with United Healthcare for 2014. It keeps premiums at the current rate, but raises the

co-insurance amount. The Village has offered to pay the difference for all their employees. Suddarth will bring numbers on the cost of offering the same to library employees at the January meeting.

Mustes left the meeting.

B. MEETING ROOM POLICY

Occupancy numbers for the meeting rooms are still being calculated.

C. LIBRARY GRAND OPENING

The ribbon cutting for the elevator will be 12/14/2013 at 10:30 AM. Suddarth and Tenyak-O'Connor will speak. Mego, Brown, Vanco and Keck will be at the library throughout the day to give tours and greet the public. Staff has taken care of refreshments and entertainment.

D. CLOSED SESSION TO REVIEW MINUTES OF CLOSED SESSIONS (5 ILCS 120/2 (c) 21)

Board agreed by consensus to remain in open session. Keck moved that minutes of all closed sessions that are currently closed remain closed; Vanco seconded. Ayes: all present

XI. NEW BUSINESS

A. BYLAWS

Board reviewed proposed changes to the By-Laws concerning use of electronic communication among board members regarding library business. Keck moved approval of the By-Laws with the changes as presented; Brown seconded. Ayes: all present

B. SERVING OUR PUBLIC – MARKETING, PROMOTIONS, AND COLLABORATION

Reviewed by all

XII. OTHER BUSINESS

Suddarth suggested the Board consider treating the staff to a special event to thank them for their patience and help during construction. He will bring more concrete suggestions to the January meeting.

XIII. ADJOURNMENT

The meeting was adjourned by President Tenyak-O'Connor at 8:50 PM