

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

December 9, 2015, 7:30 p.m.

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

I. OPENING

The meeting was called to order by President Mego at 7:30 PM

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Mego, Boyle, Johnson, Keck, Tenyak-O'Connor

Absent: Brown, Shanahan

Also present: Matthew Suddarth,

IV. APPROVAL OF AGENDA

Tenyak-O'Connor moved approval of the agenda as presented; Johnson seconded. Ayes: all present

V. CONSENT AGENDA

A. APPROVAL OF MINUTES OF THE November 11, 2015 MEETING

B. FINANCIAL REPORTS

C. APPROVAL OF BILLS

Tenyak-O'Connor moved approval of the consent agenda as presented; Keck seconded. Ayes: all present

VI. COMMUNICATION AND CORRESPONDENCE

A letter from the MERIT Foundation noting a \$4000.00 donation, and a letter to the MERIT thanking them for the donation, were shared.

An article from the Journal Star opposing a property tax freeze was shared.

An article from OCLC tracking the differing uses of the library as people moved through their years was shared.

A flier announcing the Library Legislative Luncheon on Feb. 12 and the Trustee Forum on Feb. 13 were shared.

A letter was received from the Illinois Funds regarding a change of banks and new procedures for accessing our account.

VII. CITIZENS TO SPEAK

None.

VIII. REPORTS OF STANDING COMMITTEES

A. FINANCE--The appropriations budget will be reviewed in January

B. ADMINISTRATION AND PERSONNEL No Report

C. SYSTEM REPRESENTATIVE

There is some movement on the budget in Springfield, and some monies may open up soon. The live and Learn fund, which funds the per capita grant, is expecting to pay out 50% of the allotted amount.

D. BUILDING & PROPERTY

See director's report

IX. LIBRARY DIRECTOR'S REPORT

The carpet was cleaned and the tile refinished.

No new legislation has passed the legislature.

The extra youth services computer tables have been given away.

The Friends had an Open House on Nov. 15.

The MERIT Foundation has once again donated \$2000.00 to Youth Services, and \$2000.00 to the Summer Reading Program.

Suddarth reported on a Historical Society meeting. The series of programs the library holds in partnership with them will continue in 2016.

There will be an adult reading program this winter with book logs and prizes.

Youth Services is offering a Snuggle Up With A Good Book program, where children check out a bag with several books, activities, and snacks.

X. OLD BUSINESS

A. LONG RANGE PLAN

A working draft is in process

B. BY-LAWS

A draft will be presented in January

C. MEETING ROOM POLICY-REVIEW AND APPROVAL

Keck moved approval of the policy as amended; Tenyak-O'Connor seconded. Ayes: all present

XI. NEW BUSINESS

A. PER CAPITA GRANT

Suddarth presented a working copy. It will on the agenda for approval in January.

B. SERVING OUR PUBLIC-MARKETING, PROMOTION, AND COLLABORATION

Reviewed by all

XII. OTHER BUSINESS

Suddarth reported a patron incident December 5, where the police were called to deal with a person behaving erratically.

Suddarth will be on vacation the first week of January, so packets may arrive at a different time than usual.

XIII. ADJOURNMENT

Tenyak-O'Connor moved adjournment; Johnson seconded. Ayes: all present

The meeting was adjourned at 8:27 PM