

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

December 11, 2019, 7:30 p.m.

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

I. Opening

President Mego called the meeting to order at 7:32 p.m.

II. Pledge of Allegiance

III. Roll Call

Present: Mego, Johnson, Shanahan, Hjerpe, Tenyak-O'Connor

Absent: Brown, Kenyon

Also present: Matthew Suddarth, library director

IV. Approval of Agenda

Johnson moved to approve the agenda. Tenyak-O'Connor seconded.

Ayes: all present

V. Consent Agenda

A. Approval of minutes of the October 9, 2019 meeting

B. Financial report

C. Approval of bills

Johnson moved and Tenyak-O'Connor seconded the approval of the consent agenda.

Ayes: all present

VI. Communication & Correspondence

The library received an email from a patron asking if they library has plans to loan wireless hotspots. Also, the library has received a grant from the MERIT foundation. The correspondence regarding the grant was included in the board's packets.

VII. Citizens to Speak

None.

VIII. Reports of the Standing Committees

A. Finance – no report

B. Administration & Personnel – no report.

C. Landscape Plan committee – Suddarth reported that he and Hjerpe were checking dates in January for the committee to meet.

IX. Trustee Reports

None.

X. Library Director's Report

Suddarth reviewed the written report and highlighted a few items. Additionally, he reported that the threshold between the youth services area and hallway had been replaced. Also, he reported that the door knobs on the upper level restrooms had been replaced with lever handles.

XI. Old Business

A. 50th anniversary events – Suddarth and Hjerpe discussed the upcoming plans. They include showing the video presentation, items on display and a scavenger hunt at the December Holiday Open House, and a 50th birthday party event to be held January 25, 2020. Having kid's activities and characters has been discussed.

XI. New Business

A. Snow Removal Contract

Tenyak-O'Connor moved and Johnson seconded approval of the agreement as presented.

Ayes: all present

Nays: none.

B. Review by-laws

The board reviewed and made no changes.

C. Purchasing and Authority to Spend policy

The board reviewed and made no changes.

D. Serving our Public – Chapter 10, "Marketing, Promotion, and Collaboration"

The board reviewed the chapter.

XII. Other Business

- None.

XIII. Adjournment

The meeting was adjourned at 8:16 p.m.