

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

February 8, 2017, 7:30 p.m.

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

I. OPENING

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

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

Absent: Boyle, Kenyon

Also present: Matthew Suddarth, library director

IV. APPROVAL OF AGENDA

Brown moved approval of the agenda, Johnson seconded. Ayes: all present

V. CONSENT AGENDA

A. Approval of the minutes of the January 11, 2017 meeting

B. Financial report

C. Approval of bills

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

VI. COMMUNICATION & CORRESPONDENCE

Discussion about articles about St. Louis Library's computers being hacked, the proliferation of fake news, and the theft of video games from Lincolnshire libraries. Suddarth also distributed Illinois Library Association legislative palm card.

VII. CITIZENS TO SPEAK

None.

VIII. REPORTS OF THE STANDING COMMITTEES

A. Finance

There was a short discussion of the appropriations budget, and it was subsequently moved for approval by Brown, seconded by Tenyak-O'Connor. Ayes: all present.

B. Administration & Personnel

Short discussion about the Director's Evaluation which was completed by five of the seven trustees. The results will be compiled by Tenyak-O'Connor and discussed by the board in March. There was interest in revising the form for next year.

C. System representative

Short discussion in regard to new members joining the SWAN consortium.

D. Building & Property

See director's report.

IX. LIBRARY DIRECTOR'S REPORT

- Modifications were made to the heating system, the bushes along the driveway have been trimmed and the automatic door opener has been repaired.

- Suddarth reported that the state senate is working on a package of thirteen bills to address various issues facing the state. Included in the package is a bill that would “freeze” local property taxes for two years.
- Joan Happel, a Winfield resident, is doing her Library Technical Assistant practicum with the Library.
- Suddarth reported that he has completed the annual public library certification. This is required by state law and to maintain membership in the library system.
- Planning for summer reading has begun.
- Director Suddarth reported that the rating agency Moody’s has upgraded the library’s debt rating from A1 to Aa3.
- The mold mitigation project continues.

X. OLD BUSINESS

A. Long Range Plan

Suddarth presented a proposed timeline for the planning process along with a chart showing the timing.

B. Building Walkthrough

The majority of the facility issues identified for correction from the July exercise have been addressed.

XI. NEW BUSINESS

A. Review of Director’s Evaluation Form

A short discussion was held about the feasibility of revising the form.

B. Closing for Library Conferences

Suddarth will review the June 23rd conference schedule to determine if it is necessary to close the Library to allow each staff member to attend relevant sessions.

C. Serving our Public: Chapter 3, Personnel

There was a short discussion in regard to succession training. The trustees believe the Library is following the recommendations in the chapter.

XII. OTHER BUSINESS

Mego reminded the board that the March meeting will be at the Park District building on County Farm Rd. due space constraints at the library.

XIII. ADJOURNMENT

The meeting was adjourned at 9:39 p.m.