

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

February 11, 2026; 7:30p.m.

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

**I. Opening**

Brown called the meeting to order at 7:30 p.m. Tenyak-O'Connor was designated as Secretary Pro-Tem for the meeting.

**II. Roll Call**

Present: Ables, Brown, Choate, Johnson, Olson, Tenyak-O'Connor

Absent: Hjerpe

Also present: Library Director, Joe Marcantonio

Trustee Tenyak-O'Connor acted as Secretary Pro-Tem in the absence of Secretary Hjerpe.

**III. Items to be removed from Consent Agenda for Separate Discussion**

A. Approval of minutes of the January 14, 2026 meeting

a. Pulled for corrections.

**IV. Consent Agenda**

A. Approval of minutes of the January 14, 2026 meeting

B. Financial report

C. Approval of bills paid and payable

i. Ables moved to approve the consent agenda. Olson seconded. All present voted in favor.

**V. Communication & Correspondence**

Marcantonio presented the following:

A. Letter from Aunt Mary's Storybook Project to keep incarcerated families united through children's books. The Board has asked the Director reach out about donating children's books.

B. Letter to Treasurer from Gwen Henry, DuPage County Treasurer that we collected 1,123,466.56 of real estate tax in 2024.

C. Membership renewal notice for Greater Winfield Chamber of Commerce. The library has renewed its membership.

**VI. Citizens to Speak**

None.

**VII. Reports of Standing Committees**

A. Finance - Review of the Appropriations Budget

i. Marcantonio presented Budget Resolution L 26-01 – Appropriations Budget 2026-2027

▪ Ables moved approval of the budget with amendments. Tenyak-O'Connor seconded.

Ayes: Ables, Brown, Choate, Johnson, Olson, Tenyak-O'Connor

Nays: None.

Absent: Hjerpe

- ii. Budget Resolution L 25-01 – Last year’s budget given to Board for comparison.

### **VIII. Trustee Reports**

Johnson attended a presentation by Steen Metz, Holocaust survivor, at the Geneva Public Library. Marcantonio has passed the presenter information to the Adult Programmer, Dawn Leardi.

Brown updated the trustees regarding the school district’s lawsuit against the village’s TIF2.

### **IX. Library Director’s Report**

- A. Young Adult Assistant, Rosi Busken, started her position on January 20<sup>th</sup>. She has a LTA Certificate from College of DuPage and was previously working at Downers Grove Public Library. She has a background in gaming and running tournaments.
- B. Fernando Nava started January 19<sup>th</sup> as the Library Cleaner. He is also available for maintenance requests. He has installed lighting and we are waiting on parts to fix the water fountain.
  - a. We have contracted with a back-up for Fernando when he is unable to clean.
- C. Valexity (IT service) onboarding meeting with Katie and Tressa. Went over detailed timeline of the roll out of the phones (in-process) and email migration early-mid March and our server functions migration after that.
- D. Submitted annual required documents and a new grant application:
  - a. Annual Illinois Library Certification
  - b. Bureau of Labor Statistics Workers Report on Injury and Illness.
  - c. Per Capita Grant
  - d. My Library Is... Grant
- E. Met with owner of Winfield Creamery who is very open to a partnership with the Library on Summer Reading and promotions and Library Friends fundraisers.
- F. Little Free Pantry received an upgraded shelving unit.
- G. After getting our E-Rate setup we are currently receiving bids for internet service (Category 1). The library stands to save a lot of money on our service with E-Rate plus moving to a single provider.
  - a. In February we will put out the request for parts for server upgrade project (Category 2) including new switches, a firewall, cabling, and access points.

### **X. Old Business**

#### **A. Friends Policy**

Johnson moved and Choate seconded to approve the updated policy with amendments.

Ayes: Ables, Brown, Choate, Johnson, Olson, Tenyak-O’Connor

Nays: None.

Absent: Hjerpe

### **XI. New Business**

#### **A. Illinois Public Library Standards**

- i. The board reviewed the *Governance & Administration* chapter.
- ii. The board discussed the Director’s report on the *Governance & Administration* chapter’s Action Plan.
  - #5 – Mission Statement review added to monthly calendar in May
  - #11 – checked the intermediate box: The board actively participates in ongoing continuing education activities.

#### **B. iLEAD Trustee Training**

- i. The Board discussed the *The Library Facility* module.
- ii. The Board will discuss the *Finance for All Illinois Public Library Types* module at the March meeting.

**XII. Other Announcements/Comments**

Marcantonio presented the following:

- A. Dolly Parton Imagination Library update. Winfield will be covered and it may start as soon as March, but probably in April. The board is invited to the March 25<sup>th</sup> kick off celebration at Cantigny.
- B. My Library Is...Growing Resilience: A Community Rain Garden & Stormwater Education Project.
  - i. Application for \$4,860 to create a rain garden to mitigate flooding in the Parking Lot. Will find out if successful in 6-8 weeks.
- C. IT Services
  - i. Contracted with Valexity in January.
  - ii. They have begun installation our phone system and are modifying our set up.
  - iii. Onboard meeting to discuss the rest of the server and email migration.

**XIII. Adjournment**

The board adjourned at 8:27 p.m. on a motion made by Tenyak-O'Connor and seconded by Olson. All present voted in favor.