

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

January 13, 2016, 7:30 p.m.

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

**I. OPENING**

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

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

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

Absent: Shanahan

Also Present: Matthew Suddarth, Phil Mustes

**IV. APPROVAL OF AGENDA**

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

**V. CONSENT AGENDA**

A. APPROVAL OF MINUTES OF THE DECEMBER 9, 2015 MEETING

B. FINANCIAL REPORTS

C. APPROVAL OF BILLS

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

**VI. COMMUNICATION AND CORRESPONDENCE**

An invoice from Chase Bank for the safety deposit box fee has been received. Tenyak-O'Connor and Mego will go to the bank to update signature cards.

A request has been made as to which board members will be up for election in 2017, and what terms will be open. Brown, Keck and Mego are finishing four year terms, and Boyle, Shanahan and Johnson are finishing two year terms.

An article covering a Pew survey showing adult book reading is dropping was shared.

An article about libraries who have quit charging late fees was shared.

A memo was received from Attorney Ritzman, advising that the Attorney General's office has said that Board members' home addresses and personal telephone numbers do not have to be disclosed on FOIA requests seeking other general library information.

**VII. CITIZENS TO SPEAK**

Mego asked Mr. Mustes to bring the large area of disturbed road surface on Sunnyside between Church St and Winfield Rd to the village's attention.

**VIII. REPORTS OF STANDING COMMITTEES**

A. FINANCE – APPROPRIATIONS BUDGET

The Appropriations Budget was presented and explained. Board members are asked to review it, as it will be presented for approval at the February meeting.

B. ADMINISTRATION & PERSONNEL – LIBRARY DIRECTOR'S ANNUAL REVIEW

Suddarth handed out a list of his goals, and progress towards those goals. A review packet was given to each Board member. They are to be filled out and returned to Tenyak-O'Connor by Jan. 27.

C. SYSTEM REPRESENTATIVE: No report

D. BUILDING & PROPERTY

Mego and Boyle pointed out the new Bikeway signs along Winfield Road, and the intersection of Sunnyside

and Church. The signs direct bike riders to the safest route, and also list mileage to various destinations, with the library being one such destination.

**IX. LIBRARY DIRECTOR'S REPORT**

All legislative bills that were introduced last session that haven't had votes are still pending and new bills won't be introduced until sometime in February.

Ann Borow, a former page, worked again over her winter break.

Suddarth attended the December 17 Village Board meeting where the library's tax levy was approved.

A student from the College of DuPage will doing her practicum at the library beginning in late January or early February.

During discussion of the recent Library Open House, Johnson expressed concern about nuts being in the food available to the public.

**X. OLD BUSINESS**

A. LONG RANGE PLAN

Will be addressed in February

B. BY-LAWS

Will be addressed in February

C. PER CAPITA GRANT APPLICATION – REVIEW AND APPROVAL

Brown moved approval of the Per Capita Grant Application as presented; Tenyak-O'Connor seconded.

Ayes: all present

**XI. NEW BUSINESS**

A. GENERAL POLICY

Brown moved approval of the policy as presented; Johnson seconded.

Brown moved an amendment to his motion to include discussed wording changes in the policy;

Tenyak-O'Connor seconded. Ayes: all present

In voting for the amended motion, Ayes: all present

B. SERVING OUR PUBLIC – CORE STANDARDS

Reviewed by all

**XII. OTHER BUSINESS: none**

**XIII. ADJOURNMENT**

The meeting was adjourned at 8:36 PM