

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

January 9, 2019, 7:30 p.m.

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

I. Opening

President Mego called the meeting to order at 7:31 p.m.

II. Pledge of Allegiance

III. Roll Call

Present: Boyle, Brown, Tenyak-O'Connor, Mego, Hjerpe, Johnson arrived at 8:05 p.m.

Absent: Kenyon

Also present: Matthew Suddarth, library director

IV. Approval of Agenda

Tenyak-O'Connor moved approval of the agenda. Boyle seconded.

Ayes: all present

V. Consent Agenda

A. Approval of minutes of the December 12, 2018 meeting

B. Financial report

C. Approval of bills

Brown moved and Boyle seconded the approval of the consent agenda.

Ayes: all present

VI. Communication & Correspondence

Suddarth presented an article about the current state of reference services in libraries.

VII. Citizens to Speak

None.

VIII. Reports of the Standing Committees

A. Finance – the appropriations budget for the 2019-2020 fiscal-year was presented. The board vote to approve this at the February 2019 meeting.

B. Administration & Personnel – The board were presented with Suddarth's 2018 and 2019 goals for their review. Suddarth will send the evaluation form to the trustees. Trustees are to have their completed forms returned to Mego no later than February 6, 2019.

C. Landscape Plan committee – no report.

IX. Library Director's Report

Suddarth updated his written report and answered several questions about it.

X. Old Business

A. 50th anniversary events – the next meeting of the committee is scheduled for Tuesday, February 5, 2019.

XI. New Business

- A. Per Capita Grant – Suddarth presented the application to the board. After agreeing on two minor editorial changes Johnson moved and Tenyak-O’Connor seconded approval of the application.
Ayes: all present.
- B. Policy
 - i. Public Posting – Suddarth presented a proposed policy. After a discussion, Tenyak-O’Connor moved and Hjerpe seconded approval of the policy.
Ayes: all present.
 - ii. General Policy – the board reviewed and made no changes.
- C. Consideration to join Greater Winfield Chamber of Commerce – Suddarth presented pros and cons of joining the newly formed group. After a discussion, Tenyak-O’Connor moved and Hjerpe seconded a motion to have the Library join.
Ayes: all present.
- D. Library closing Friday, February 15, 2019. – Suddarth presented a request to close the library for a special staff in-service day. After a discussion, it was proposed to close only in the morning. Tenyak-O’Connor moved with a second by Johnson to close that morning with an opening time no later than 1:00 p.m.
Ayes: all present.
- E. Serving our Public – Chapter 1, “Core Standards” – the board reviewed the chapter in a uniformly friendly and gracious manner.

XII. Other Business

Suddarth announced he will be hosting the other library administrators for their regular meeting in February.

Hjerpe congratulated Johnson on her leading her Battle of the Books team to first place.

XIII. Adjournment

The meeting was adjourned at 8:58 p.m.