

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

January 10, 2024 ; 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. In the absence of Hjerpe, Tenyak-O'Connor agreed to act as secretary pro tem.

**II. Roll Call**

Present: Brown, Tenyak-O'Connor, Johnson, Vanco, Ables

Absent:Hjerpe, Kenyon.

Also present: Matthew Suddarth, library director.

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

None.

**IV. Consent Agenda**

A. Approval of minutes of the December 13, 2023 meeting

B. Financial report

C. Approval of bills

Tenyak-O'Connor moved to approve the consent agenda. Ables seconded. All present voted in favor.

**V. Communication & Correspondence**

Suddarth presented a letter from John Langton, interim superintendent of Community High School District 94 to Curt Barrett, village manager with a list of questions regarding TIF2 and a series of emails between the two regarding the questions.

**VI. Citizens to Speak**

None.

Hjerpe arrived at 7:34

**VII. Reports of Standing Committees**

Finance – Appropriations Budget

Suddarth presented a proposed appropriations budget for fiscal year 2024-25. This will be on the agenda of the February meeting for approval.

**VIII. Trustee Reports**

None.

**IX. Library Director's Report**

Suddarth highlighted the following:

- The holiday open house had 93 in attendance for storytime and over 30 for the "Sing-a-Long" program.
- The library is now participating in "Explore More Illinois," a program similar to the Museum Pass program. Katie Clark is responsible for the library's participation.

## **X. Old Business**

### **A. Personnel Policy**

Suddarth presented proposed revisions to the policy based on the discussion from the December meeting. After a short discussion, Hjerpe moved acceptance with a second by Johnson.

Ayes: Brown, Vanco, Tenyak-O'Connor, Ables, Johnson, Hjerpe

Nays: None

Absent: Kenyon

### **B. By-Laws**

Changes to the by-laws were presented. After a discussion, it was the consensus of the board to not change the terms served by the officers but to accept the other proposed changes. Tenyak-O'Connor moved acceptance of the by-laws as presented with the exception of the change to the officer terms. Ables seconded the motion.

Ayes: Brown, Vanco, Tenyak-O'Connor, Ables, Johnson, Hjerpe

Nays: None

Absent: Kenyon

### **C. Per Capita Grant**

Suddarth presented the annual Illinois State Library Per Capita Grant application. Hjerpe moved to approve the application for submittal to the state library with a second by Johnson.

Ayes: Brown, Vanco, Tenyak-O'Connor, Ables, Johnson, Hjerpe

Nays: None

Absent: Kenyon

## **XI. New Business**

### **A. Policy**

#### **i. General Policy**

The trustees reviewed the policy and made no changes.

#### **ii. Public Posting Policy**

The trustees reviewed the policy and made no changes.

### **B. Trustee training – “Trustee Trouble 4: Board Director Relationships”**

The trustees viewed the video.

### **C. Serving Our Public: Chapter 1 – Core Standards**

The board reviewed the chapter.

## **XII. Other Announcements/Comments**

None.

## **XIII. Adjournment**

On a motion made by Johnson and seconded by Tenyak-O'Connor, the board adjourned at 8:21 p.m.