

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
July 21, 2004

I. Roll Call

Carol Tenyak-O'Connor called the meeting to order at 7:30 p.m. with the Pledge of Allegiance. The roll call was taken as follows:

Present:

Absent:

Carol Tenyak-O'Connor

Kirk Edwards

Robert Brown

Michael Belica

Peter Dopper

Linda McNamara

Karen Hannah

Matthew Suddarth, Library Director

II. Minutes

The minutes from the June 16, 2004 meeting were reviewed and on a motion made and seconded the Trustees approved the minutes.

The minutes from March were reviewed and on a motion made and seconded the Board approved the minutes as amended (referencing the change in accounting methods, VII A) with Robert Brown abstaining.

III. Communication and Correspondence

Matthew Suddarth reported the following:

The Library received the FY 2005 per capita grant application.

IV. Citizens to Speak

None

V. Financial Report

The financial report was reviewed and accepted subject to audit.

VI. Approval of Bills

The disbursements for the month of July were reviewed and on a motion made and seconded the Trustees unanimously approved the bills as presented.

VII. Report of the Standing Committees

A. Finance – none

B. Administration & Personnel – none

C. Policy – Review of the Bloodborne Pathogen Policy is tabled until the August 18, 2004 meeting.

D. System Representative – DLS expects a 4% cut in state funding. The system is also instituting a vision plan with its health insurance.

- E. Special Projects – none
- F. Building & Property – The air conditioning is repaired. The parking lot seal coating is finished.

VIII. Library Director's Report

Matthew Suddarth reported on the following:

- A. The Winfield Library Friends meeting.
- B. Progress of the annual audit being performed by Mueller & Co.
- C. Increased activity of the library during the month of July.

IX. Old Business

- A. Karen Hannah and Linda McNamara reviewed the progress of the long range planning committee.
- B. There was a discussion regarding the Tax Increment Financing District public hearing and the meeting of the Library Board with the Village of Winfield finance committee. Mr. Suddarth will review past Library minutes to see when the Board last discussed becoming a district library.
- C. Mr. Suddarth noted that the per capita grant money needs to be encumbered by the September meeting in order to have the 2005 grant application done in time.

X. New Business

- A. The board received their forms for the annual walk-through of the library.
- B. On a motion made and seconded, the board unanimously approved in a roll call vote to enter into closed session at 8:45 p.m. The Board returned to open session at 9:40 p.m.

XI. Other Business

None

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 9:45 p.m. The next meeting is set for August 18, 2004 at 7:30 p.m.

Respectfully submitted,
Peter A. Dopfer, Secretary