

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

July 20, 2005

**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	None
Peter Dopper (arrived late)	
Michael Belica	
Bob Brown	
Linda McNamara	
Karen Hannah	
Laura Slivinski	
Matthew Suddarth, Library Director	
Karin Hansen, Village Clerk	
Roy Groesbeck, Mueller & Co.	

Karin Hansen, Village Clerk, swore in Laura Slivinski as a new trustee.

**II. Minutes**

The minutes from the June 15, 2005 meeting were reviewed and on a motion made and seconded the Trustees approved the minutes.

Ayes:	Carol Tenyak-O'Connor
	Bob Brown
	Linda McNamara
	Karen Hannah
Nays:	None
Abstentions:	Michael Belica
	Laura Slivinski
Absent:	Peter Dopper

**III. Communication and Correspondence**

Matthew Suddarth reported on several upcoming workshops for trustees, legislative issues, and several articles about library issues.

**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. Reports of the Standing Committees**

- A. Finance – Roy Groesbeck reviewed the audit for fiscal 2004-2005 and explained the changes made to comply with the new GASB 34 standards. Trustees reviewed five-year budget projections.
- B. Administration and Personnel – No report.
- C. Policy – On a motion made and seconded, the trustees unanimously approved the revised personnel policy as written.
- D. System Representative – No report.
- E. Special Projects – No Report.
- F. Building and Property – No Report.

**VIII. Library Director's Report**

Matthew Suddarth reported the following:

- A. Library staff member Mark Rousar has resigned.
- B. The retaining wall along Winfield Road has been repaired along with the exterior stair leading to the front entry.
- C. Activities of the Winfield Library Friends
- D. An update on various legislative issues.
- E. An update on how the Library is complying with the requirements of this year's per capita grant.
- F. Updates on various meetings attended.
- G. A review of the American Library Association Conference attended by Mr. Suddarth and Katie Clark.

**IX. Old Business**

- A. The board reviewed their meeting with building consultant Fred Schlipf.
- B. The board instructed the building committee to review the information sent from the architectural firms the library is interested in and narrow the list to three finalists for the board to interview on Friday, August 19, 2005.
- C. On a motion made and seconded, the board unanimously voted to approve the contract with building consultant Fred Schlipf.

**X. New Business**

- A. The board reviewed the chapter covering physical facilities in *Serving Our Public*.
- B. Matthew Suddarth presented the board with worksheets to be completed by the next board meeting for the annual walkthrough of the building.
- C. Matthew Suddarth presented the board with a proposal for spending the 2005 per capita grant money. On a motion made and seconded, the board unanimously approved the purchase of a paper folder, 2 personal computers and one laptop computer for the staff. A decision on the other expenditures was postponed until the August meeting.

- D. Under provision in the Illinois Open Meetings Act (5 ILCS 120/2(c)(5)) on a motion made, seconded and unanimously approved by a roll call vote the board moved to closed session at 10:10 p.m.
- E. The board returned to open session at 10:40 p.m.

**XI. Other Business** – None.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 10:41 p.m. The next meeting is set for August 17, 2005 at 7:30 p.m.

Respectfully submitted,  
Peter A. Dopper, Secretary