

**WINFIELD PUBLIC LIBRARY
BOARD OF DIRECTORS
Meeting of Wednesday, July 12, 2006**

I. CALL TO ORDER:

The meeting of the Winfield Public Library Board of Trustees was called to order at 7:30 p.m. on Wednesday, July 12, 2006 at the Winfield Public Library, Winfield, Illinois, by Karen Hannah, President, Carol O'Connor acted as Secretary.

II. ROLL CALL:

Present:

**Karen Hannah
Laura Slivinski
Robert Brown
Carol Tenyak O'Connor**

Absent: Peter Dopper

**Michael Belica
Linda McNamara**

ALSO PRESENT: Matthew Suddarth

III. REPORT OF MEETING:

The review of the Minutes from the June 14, 2006 meeting were reviewed. Karen Hannah suggested a minimal change. Upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED, that the minutes of the meeting as amended be accepted.

IV. COMMUNICATIONS AND CORRESPONDENCE:

A letter from Attorney Roger Ritzman indicated that his legal fee will increase from one hundred fifty dollars (\$150) per hour to one hundred sixty dollars (\$160).

V. CITIZENS TO SPEAK: None

VI. FINANCIAL REPORT:

The report was reviewed and accepted subject to audit.

VII. APPROVAL OF BILLS:

The Directors reviewed the bills submitted for payment. Upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED: the bills submitted for payment be approved as presented.

VIII. REPORT OF THE STANDING COMMITTEES:

FINANCE- Nothing to report.

ADMINISTRATION AND PERSONNEL- Recommended changes to Personnel Policy.

SYSTEM REPRESENTATIVE- Report by Karen Hannah on the budget which has been sent to Springfield.

SPECIAL PROJECTS- Parade Committee was formed consisting of Linda McNamara and Laura Slivinski.

BUILDING AND PROPERTY- Nothing to report.

POLICY- Blood borne Pathogens Policy. No changes were recommended.

IX. LIBRARY DIRECTOR'S REPORT: Mr. Suddarth discussed highlights of his report, including:

- The Young Adult area is being renovated. We have paint and Loren will be painting it soon
- Library attorney Roger Ritzman sent a letter regarding the "Employment at Will" doctrine. Also, because of a change in the law, the rules for referenda have changed. There is new legislation at the federal level regarding Internet access for minors.
- The building and maintenance levy was passed by the village board.
- Matthew attended the American Library Association annual conference in New Orleans through a grant from the Bill and Melinda Gates foundation and Web Junction. See his formal report for more information.

X. OLD BUSINESS:

- Approval of minutes of closed session dated May 20, 2006
- Long range planning/mission statement-discussion regarding Director's responsibilities and review of Mission Statement drafted by Laura Slivinski.

- **Walkthroughs-President Karen Hannah led a thorough discussion of walk through reports and options available to the Library to deal with its physical challenges, including lack of space.**
- **Per Capita Grant update-New computers were purchased**

XI. NEW BUSINESS:

- **Serving our Public: The Directors reviewed The Physical Facilities Section of Serving our Public which tied into the earlier discussion of walk throughs.**

XII. NEXT MEETING:

It was the consensus of the Board of Directors that the next meeting be at 7:30 p.m. on August 9, 2006.

XIII. ADJOURNMENT:

There being no further business, upon a motion duly made and seconded, the meeting was adjourned at 9:35 p.m.

**Carol Tenyak O'Connor
Acting Secretary**