

**MINUTES**  
**WINFIELD PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
July 8, 2009

**I. Call to Order**

The meeting of the Winfield Public Library Board of Trustees was called to order at 8:08 p.m.

**II. Pledge of Allegiance**

**III. Roll Call**

Present:	Absent:
Carol Tenyak O'Connor	Bob Brown
Denise Carlson	Cindy Keck
Ida Lee	
Laura Slivinski	

Matthew Suddarth

**IV. Approval of Agenda**

Carlson moved approval of the agenda; Lee seconded. Ayes: all present.

**V. Consent Agenda**

Lee moved approval, Slivinski seconded.

Suddarth reported that we have received a quarterly reimbursement for gas bills from the Village of Winfield. Ayes: Tenyak O'Connor, Carlson, Lee. Abstain: Slivinski.

**VI. Communication and Correspondence**

An email was received from Pam Kramer of the DuPage Library System which indicated there will be a delay in payment of the Illinois Public Library Per Capita Grant.

Suddarth distributed a copy of an article from the March/April 2009 issue of "Public Libraries" which discussed a controversy about the Newbery Award selections.

**VII. Citizens to Speak**

None.

**VIII. Reports of Standing Committees**

A. Finance

Audit Report will be completed by July 31.

B. Administration and Personnel

Tenyak O'Connor and Carlson are reviewing applications for the open Trustee position.

C. System Representative

Lee reported on the June 18, 2009 DLS Board Meeting. Candidates for Executive Director will be interviewed in July.

**IX. Library Directors Report**

- The summer reading programs have been very successful. June YA circulation increased 23% over June 2008.
- The staff has completed the following requirements for the 2010 Per Capita Grant: a review of the ILLINET Interlibrary Loan Code, a review of the Administrative Ready Reference.
- Suddarth met with Patricia Murphy of TribLocal on July 1.

- Suddarth attended the June 11 meeting of the DuPage Library System Legislative Advocacy Committee. They are planning to redefine and rename the committee as it becomes more involved in more areas of advocacy.
- Many members of the local press attended the Multi-library summer reading press conference hosted by State Representative Franco Coladipietro at the Bloomingdale Public Library.
- The new Winfield Village Manager, Curt Barrett, met with Suddarth in the library on July 7. He is interested in having the village and the library work together.
- The Oakbrook Library is doing a study of the possibility of privatizing the library.
- The library has received emails from the group, People for the Ethical Treatment of Animals (PETA) asking that the July 15 summer reading program, “Ed & Annette’s Monkeys and More” be cancelled. Suddarth received a phone call from PETA and he said that we would not cancel the performance.

**X. Old Business**

- A. Facility Planning Committee
  - i. Building Walk Through Report.  
Reviewed. Suddarth reported that some items have already been completed.
  - ii. Status of Specifications for Building Repairs  
Suddarth reported that about half of the safety issues on the list should be able to be completed with the funds available. Suddarth, the engineer and the architect will meet on July 20 to begin development of the specifications for the project. We plan to do each project individually rather than as a whole unit.
- B. Circulation Policy  
Lee moved that it be adopted, as amended; Slivinski seconded. Ayes: all present. The staff will pick a date to implement the changes and post the information for patrons.
- C. Collection Development Policy  
Carlson moved that it be adopted, as amended; Slivinski seconded. Ayes: all present.
- D. Confidentiality Policy  
Deferred until the August meeting, pending more information.
- E. Personnel Policy  
Deferred until the August meeting, pending more information.

**XI. New Business**

- A. Bloodborne Pathogens Policy  
Reviewed and accepted without change.
- B. Interlibrary Loan Policy  
Carlson moved that it be adopted, as amended; Slivinski seconded. Ayes: all present.
- C. “Administrative Ready Reference”  
The Board reviewed the website, a requirement for the 2010 Per Capita Grant.
- D. Marketing Plan Committee  
Deferred to the August meeting.
- E. Serving Our Public  
“Facilities” reviewed.
- F. Trustee Training Video  
“Orientation” reviewed.

**XII. Other Business**

Suddarth reported that a patron requested that our Internet Policy be revised to limit patrons to no more than two hours per day of internet access. The Board requested information about what other libraries are doing and asked that this be on the agenda for the August meeting

**XIII. Adjournment**

Lee moved and Slivinski seconded adjournment at 10:15 p.m.