

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

July 9, 2014

7:00 p.m.

I. OPENING

The meeting was called to order by President Tenyak-O'Connor at 7:30 PM

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Tenyak-O'Connor, Vanco, Keck, Mego

Absent: Brown, Shanahan, Hendricks

Also present: Matthew Suddarth, Phil Mustes

IV. APPROVAL OF AGENDA

Vanco moved approval of the agenda as presented; Mego seconded. Ayes: all present

V. LIBRARY WALKTHROUGH

Board members walked around and through the building, noting comments on report form. Suddarth will consolidate the comments, and the summary will be discussed at the August Board meeting.

VI. CONSENT AGENDA

A. APPROVAL OF MINUTES OF THE JUNE 11, 2014 MEETING

B. FINANCIAL REPORTS

C. APPROVAL OF BILLS

Keck moved approval of the consent agenda as presented; Mego seconded. Ayes: all present

Note: The first tax payment has been received. Some adjustments have been made to line items due to end of the fiscal year timing.

VII. COMMUNICATION AND CORRESPONDENCE

A notice regarding the Good Old Days Parade was shared. No plans are current for the Friends of the Library or for the Library to participate.

An article regarding New York City and Chicago lending Wi-Fi Hotspots was shared.

An article from WebJunction regarding small libraries was shared.

A Pew Research Center article about library use, showing that younger people use libraries more than older people, was shared.

VIII. CITIZENS TO SPEAK: None

IX. REPORTS OF STANDING COMMITTEES

A. FINANCE

A draft of the tax levy will be presented in August

B. ADMINISTRATION & PERSONNEL

The Tech Services position is open again. Interviewing for the Adult Programming position is ongoing, and Gail Cairns has been hired for the Circulation position.

C. SYSTEM REPRESENTATIVE

HB 3796 regarding excessive FOIA requests has been passed, but vetoed by the governor. The ILA web site has a list of recently banned and challenged books. There is a state grant to upgrade lighting and HVAC systems available. Suddarth and Mego will attend the July 24 Per Capita Grant and Edge training.

D. BUILDING & PROPERTY: See library director's report

X. LIBRARY DIRECTOR'S REPORT

Sitarz Landscaping will be out in the next week to finish the landscaping between the north side of the building and the

parking lot. Once that is finished, the parking lot will be patched and seal coated.

ESSCOE has replaced the faulty sensor in the fire alarm system.

The stair-treads will be installed after closing July 11.

Replacement of meeting room book cabinets is ongoing.

The auditors have completed their on-site work. The audit will be presented at the August or September meeting.

The Winfield Library Friends will hold a dine-out fundraiser this fall in conjunction with an astronomy program that will be held at the library.

XI. OLD BUSINESS: None

XII. NEW BUSINESS

A. POLICY – REVIEW AND APPROVAL OF CHANGES

i. BLOODBORNE PATHOGENS POLICY: Reviewed; no changes

ii. INTERLIBRARY LOAN: Reviewed; no changes

B. SERVING OUR PUBLIC – FACILITIES: Reviewed by all

XIII. OTHER BUSINESS

Suddarth will be leaving on vacation August 14.

Mego asked the Board and staff consider an education push to let patrons know how to put a hold on materials online.

XIV. ADJOURNMENT

President Tenyak-O'Connor adjourned the meeting at 8:35 PM