

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

July 11, 2018, 7:00 p.m.

Winfield Public Library, 0S291 Winfield Rd., Winfield, IL 60190

**I. Opening**

President Mego called the meeting to order at 7:05 p.m.

**II. Pledge of Allegiance**

**III. Roll Call**

Present: Mego, Kenyon, Hjerpe, Brown, Boyle

Absent: Tenyak-O'Connor, Johnson

Also present: Matthew Suddarth, library director; Todd Williamson, Landscape Architect

In the absence of Tenyak-O'Connor, Kenyon acted as secretary pro tem.

**IV. Approval of Agenda**

Boyle moved amending the agenda to have item 9d(Landscape Plan Committee) moved to after item IV(Approval of Agenda). Hjerpe seconded.

Ayes: all present.

Hjerpe moved and Boyle seconded the approval of the amended agenda.

Ayes: all present

**9D – Landscape Plan Committee**

Todd Williamson, Landscape Architect presented a proposed plan for the library grounds.

**V. Library Walkthrough**

The board conducted its annual “walkthrough” of the building. Comments were given to Suddarth to compile and present at the August meeting.

**VI. Consent Agenda**

A. Approval of minutes of the June 13, 2018 meeting

B. Financial report

C. Approval of bills

Kenyon moved and Hjerpe seconded the approval of the consent agenda.

Ayes: all present

**VII. Communication & Correspondence**

Suddarth presented the following:

- A letter from the Illinois State Library regarding the revision of the Illinois “Library Service Areas Map”

**VIII. Citizens to Speak**

None.

**IX. Reports of the Standing Committees**

- A. Finance – Suddarth reported the Building & Maintenance levy has been filed at the County.
- B. Administration & Personnel – nothing.
- C. System Representative – no report.
- D. Landscape Plan committee – Moved to after item IV on the agenda.

**X. Library Director's Report**

Suddarth updated his written report and answered several questions about it.

**XI. Old Business**

- A. 50<sup>th</sup> anniversary events – minutes from the committee's first meeting were presented.

**XII. New Business**

- A. Policy
  - i. Bloodborne Pathogens
  - ii. Interlibrary LoanThe policies were reviewed with no revisions.
- B. Library equipment for disposal
  - Suddarth presented a list of items for disposal. Boyle motioned approval with a second by Hjerpe.
  - Ayes: all present
- C. Serving our Public – The board reviewed Chapter 4, "Facilities."

**XIII. Other Business**

Nothing.

**XIV. Adjournment**

The meeting was adjourned at 9:07 p.m.