

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

July 10, 2019, 7:00 p.m.

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

I. Opening

President Mego called the meeting to order at 7:04 p.m.

II. Pledge of Allegiance

III. Roll Call

Present: Mego, Johnson, Tenyak-O'Connor, Kenyon, Brown

Absent: Hjerpe

Also present: Debbie Linhart, friends president; Matthew Suddarth, library director

IV. Approval of Agenda

Johnson moved to approve the agenda. Kenyon seconded.

Ayes: all present

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 12, 2019 meeting

B. Financial report

C. Approval of bills

Brown moved and Johnson seconded the approval of the consent agenda.

Ayes: all present

VI. Communication & Correspondence

Suddarth presented a letter from attorney Roger Ritzman regarding a change in his firm's fees and an article regarding the price of e-books. Additionally, Suddarth informed the trustees of an upcoming workshop for trustees regarding the role of the board.

VII. Citizens to Speak

None.

VIII. Reports of the Standing Committees

A. Finance – no report.

B. Administration & Personnel – no report.

C. Landscape Plan committee

IX. Library Director's Report

In addition to his written report, Suddarth reported the following:

- The Friends will be presenting a concert in November in addition to hosting their fall booksale. Also, they are considering another Portillo's fundraiser in September.

X. Old Business

A. 50th anniversary events – The committee has formed a subcommittee to work on the parade float. Also, a timeline of the library’s history will be displayed in the hall. The committee’s next meeting is scheduled for Thursday, August 1st. Several trustees made suggestions for additional parade activities.

XI. New Business

A. Disposal of property

On a motion made by Tenyak-O’Connor and seconded by Kenyon, the board unanimously approved disposing of the three broken book carts currently stored in the hallway.

B. Policy

i. Bloodborne Pathogens – the board reviewed and made no changes.

ii. Interlibrary Loan – Suddarth presented a proposed change to the policy regarding the borrowing of items already owned by the library. Johnson moved accepting the policy as presented with a second by Tenyak-O’Connor.

Ayes: all present.

C. Serving our Public – Chapter 4, “Facilities” – the board reviewed the chapter.

XII. Other Business

- Suddarth asked the board to discuss and give their opinions of the following:

- o Creating a “5 minute” book drop only parking space – the consensus of the board was favorable.
- o “Quiet Time” in the meeting and possibly allowing expanded use as a study room – the board asked for Suddarth to present a proposal to them.
- o Circulating Wi-Fi Hotspots – Suddarth was given some questions the trustees would like answered regarding this service. He will discuss with appropriate staff and return to the board before proceeding.

XIII. Adjournment

The meeting was adjourned at 8:24 p.m.