

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

July 13, 2022 ; 7 :00p.m.

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

I. Opening

Acting in place of Johnson, Tenyak-O'Connor called the meeting to order at 7:06 p.m.
Kenyon agreed to act as secretary as Tenyak-O'Connor was conducting the meeting.

II. Roll Call

Present: Ables, Tenyak-O'Connor, Hjerpe, Kenyon, Bothwell. Johnson arrived at 7:10 p.m.

Absent: Brown.

Also present: Matthew Suddarth, library director.

III. Approval of Agenda

Hjerpe moved acceptance of the agenda. Bothwell seconded.

Ayes: Tenyak-O'Connor, Hjerpe, Kenyon, Ables, Bothwell

Nays: none.

Absent: Brown, Johnson.

IV. Library Walkthrough

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

Upon completion of the walkthrough. Johnson assumed the duty of conducting the meeting and Tenyak-O'Connor the recording of the minutes.

V. Consent Agenda

A. Approval of minutes of the June 8, 2022 meeting.

B. Financial report

C. Approval of bills

Tenyak-O'Connor moved and Bothwell seconded the approval of the consent agenda.

Ayes: Tenyak-O'Connor, Hjerpe, Kenyon, Johnson, Ables, Bothwell

Nays: none.

Absent: Brown

VI. Communication & Correspondence

Suddarth presented a letter from state librarian Jesse White informing the library it will receive its annual Per Capita grant in the amount of \$14,506.63. Additionally, he presented two memos from library attorney Roger Ritzman regarding recently passed legislation affecting public libraries.

VII. Citizens to Speak

None.

VIII. Reports of the Standing Committees

Nothing.

IX. Trustee Reports

None.

X. Library Director's Report

In addition to his written report, Suddarth mentioned that circulation statistics were improving and that patrons liked the programs offered by staff this summer.

XI. Old Business

A. Review and approval of COVID-19 Face Covering Policy

The trustees reviewed the policy and made no changes.

XII. New Business

A. Library Cards for District 34 students

Suddarth reviewed a list of ideas designed to encourage more students in the district to register for library cards and have better access to the library. After a short discussion the board instructed him to proceed. Updated information regarding the status of this will be presented at the August meeting.

B. Good Old Days parade

The board discussed the possibility of participating in the parade and several ideas were mentioned. The consensus of the board was to walk in the parade and hand out bookmarks advertising library programs to the crowd. Additionally, Suddarth was asked to look into purchasing t-shirts for participants to wear. The board will discuss this further at the August meeting.

C. Policy

i. Interlibrary Loan

Suddarth presented 2 revisions to the policy. The first would limit patrons to no more than fifteen (15) total requests at a time. The second removed language regarding the payment of fines by patrons as the library no longer charges them. After a short discussion, Hjerpe moved acceptance of the policy with the proposed changes. Tenyak-O'Connor seconded.

Ayes: Tenyak-O'Connor, Hjerpe, Kenyon, Johnson, Ables, Bothwell

Nays: none.

Absent: Brown

ii. Bloodborne Pathogens

The board reviewed the policy and made no changes. However, it was decided to revisit at the August meeting so that Ables could review further and make any recommended changes.

D. Serving our Public – Chapter 5, Building Infrastructure and Maintenance

The board reviewed the chapter.

XIII. Other Business

Johnson updated the board on the status of his review by staff.

XIV. Adjournment

The meeting was adjourned at 8:58 p.m.