

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

July 8, 2026; 7:30 PM

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

I. Opening

Brown called the meeting to order at 7:30 PM

II. Roll Call

Present: Brown, Choate, Hjerpe, Johnson, Olson, Tenyak-O'Connor

Absent: Ables

Also present: Library Director, Joe Marcantonio

III. Consent Agenda

A. Approval of minutes of the June 10, 2026 meeting

B. Financial report

C. Approval of bills paid and payable

- i. Tenyak-O'Connor moved to approve the consent agenda. Johnson seconded. All present voted in favor.

IV. Communication & Correspondence

Marcantonio presented the following:

A. Daily Herald Legal Notice print of B&M Levy

B. State Library announcement of expansion of Illinois Reliable Information Sources (IRIS) to E-Books and Databases for Illinois residents.

C. Chase Bank: Safety Deposit Lease Update

D. Thank you to Joe from ILA for serving on Conference Program Committee 2025.

E. Lawyer Update on Website ADA Compliance date

F. Lawyer Memo on increase of hourly rate

V. Citizens to Speak

None.

VI. Reports of Standing Committees

VII. Trustee Reports

A. Trustees Johnson and Choate discussed parade entry with the idea of sporting Dolly face masks (allowed by the DLIP) or an impersonator (too costly - \$600 lowest fee found).

IX. Library Director's Report

A. Building:

a. Elevator button replaced

b. Mice returned for summer, but has been only one mouse in July.

c. Flooding continues to be an issue, village had to pump when creek rose above drainage pipe.

d. Tomatoes plants have been producing.

B. Meetings:

a. ALA Exhibits only, met with many vendors

- b. Winfield Library Friends meeting

C. Operations:

- a. IMRF Audit with Village
- b. Submitted Hanover Workman's Comp audit
- c. 1099 Training from L&A
- d. B&M Levy published and submitted with the County

D. Technology:

- a. Installations:
 - i. new OPACs
 - ii. AT&T Elevator Lines
 - iii. AT&T Internet pre-install took place, slated for July cutover of service

E. Upcoming:

- a. Invited to be on the 2027 Conference Planning Committee

X. Old Business

- A. Collection Development Policy – Amendments needed
- B. Circulation Policy – Amendments needed

XI. New Business

- A. Annual Report Submitted – changes needed to Trustee Johnson's contact information – approved on a motion from Hjerpe and seconded by Tenyak-O'Connor.
- B. Policy
 - i. Blood Borne Pathogens Policy approved with minor corrections on a motion from Hjerpe and seconded by Tenyak-O'Connor.
 - ii. Interlibrary Loan policy moved to next month for approval
- C. Illinois Public Library Standards
 - i. The Director reviewed the Library's *Safety & Emergency Preparedness* Action Plan.
 - ii. The Board discussed the IPLS *Safety & Emergency Preparedness* Action Plan and chapter.
- D. iLEAD Trustee Training
 - i. The Board discussed the *Navigate Your Role: Trustee Resources* module. They will discuss the *State of Illinois Training Requirements for Trustees* module for the August meeting.

XII. Other Announcements/Comments

None.

XIII. Adjournment

The board adjourned at 9:01PM on a motion made by Johnson and seconded by Olson. All present voted in favor. All present voted in favor.