

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
June 13, 2007

I. Call to Order

The meeting of the Winfield Public Library Board of Trustees was called to order at 7:40 p.m. on June 13, 2007 at the Winfield Public Library by Carol Tenyak-O'Connor, Board President.

II. Roll Call

Present:

Karen Hannah
Laura Slivinski
Robert Brown
Carol Tenyak-O'Connor
Michael Belica

Absent:

Linda McNamara

Matthew Suddarth, Library Director

Also present: Cindy Keck

III. Approval of Agenda

Upon a motion made and seconded, the Board unanimously approved the agenda.

IV. Consent agenda

On a motion made and seconded, the board unanimously approved the consent agenda.

V. Communication and Correspondence

Matthew Suddarth reported the following:

- A. The library received several thank you notes for help we have given to different community organizations.
- B. An update on legislative activities.
- C. An article about Internet filtering.
- D. The DuPage Library System board meeting date has changed.

VI. Citizens to Speak

None.

VII. Reports of the Standing Committees

- A. Finance
No report.
- B. Administration and Personnel
No report.

VIII. Library Director's Report

Matthew Suddarth reported the following:

- A. The library has had the new water meter installed and the carpet was cleaned on June 8.
- B. There are several bills that have been passed by the Illinois State Legislature including a change to the confidentiality act and the number of signatures a person running for library trustee needs in order to file a petition to run. Carol Tenyak-O'Connor requested a copy of the confidentiality bill.
- C. The library held its staff in-service on May 25.
- D. Two staff attended the "Reaching Forward" conference.
- E. An update on program activities.
- F. Various meetings attended.

IX. Old Business

A. Strategic Planning/Survey

There was a discussion of the final form of the document and a suggestion of exploring the option of a building project to work toward the fourth goal. For July, the board seeks to be ready to finalize the plan goals and objectives. Regarding Goal #4, there will be a separate agenda item at the July meeting to discuss space needs planning and possibly forming a committee to deal with this item. Carol asked Matthew to clarify with Steve Larson of Ehlers & Associates, and Roger Ritzman, library attorney the applicability of the term "library district" in any financial matters.

B. Sealcoating/Handicap Parking

Matthew Suddarth was asked to have the dead trees near the parking lot removed before doing the project.

C. Committee appointments

Michael Belica was nominated for the administration and personnel committee.

X. New Business

A. Appointment of new trustee to fill vacant position

It was decided that the availability of the board position will be posted June 10, 2007. Applications will be submitted to Linda McNamara.

B. Policy

Collection development – The board decided to review the fiction checklist and to change the procedure for review. The board will review the policy again at the July meeting.

Circulation – the board made a number of changes and on a motion made and seconded, unanimously approved the policy as amended. The board will review the policy again at the September meeting to evaluate a trial change to some of the loan periods.

Confidentiality – the board reviewed the policy and made no changes.

Interlibrary loan – the board made several changes and upon a motion made and seconded, unanimously approved the policy as changed.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 9:35 p.m. The next meeting of the board is scheduled for Wednesday, July 11, 2007 at 7:00 p.m.

Respectfully submitted,
Laura Slivinski, Secretary