

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

June 10, 2015; 7:30 p.m.

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

I. OPENING

The meeting was called to order by President Mego at 7:30 PM

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Mego, Shanahan, Keck, Tenyak-O'Connor, Hendricks

Absent: Brown

Also present: Matthew Suddarth, Phil Mustes

IV. APPROVAL OF AGENDA

Tenyak-O'Connor moved approval of the agenda as presented; Shanahan seconded. Ayes: all present

V. CONSENT AGENDA

A. APPROVAL OF MINUTES OF THE MAY 13, 2015 MEETING

B. FINANCIAL REPORTS

C. APPROVAL OF BILLS

Keck moved approval of the consent agenda with the correction to the minutes of striking item XII B, Committee on Property; Hendricks seconded. Ayes: all present

VI. COMMUNICATION AND CORRESPONDENCE

A letter was received from The Illinois Funds explaining a change in how funds will be able to be transferred. More information will follow at a later date.

VII. CITIZENS TO SPEAK: No Comment

VIII. REPORTS OF STANDING COMMITTEES

A. FINANCE

An advisory letter was received from Mueller and Co, LLP, advising that the audit is due. Auditors will be on site June 24-26.

B. ADMINISTRATION & PERSONNEL

Interviews continue for the circulation position, with an offer expected soon.

C. SYSTEM REPRESENTATIVE

RAILS update meeting will take place next week, and RAILS board elections are done.

D. BUILDING & PROPERTY

See director's report

IX. LIBRARY DIRECTOR'S REPORT

The plumber fixed the hot water valve in the upstairs men's bathroom.

A bill has passed both houses to allow the per capita grant amount to exceed \$1.25 if funds are available.

Other legislation concerning libraries is unlikely to pass during this special session.

Suddarth reported on several meetings attended.

X. OLD BUSINESS

i. LONG RANGE PLAN

Mego, Suddarth and Shanahan will attend a meeting with the Small Business Administration support office at COD on June 23

ii. **TRUSTEE VACANCY**

Vacancy has been posted. Mego and Tenyak-O'Connor will interview applicants and bring a recommendation to the board.

XI. NEW BUSINESS

A. **ANNUAL REPORT**

Reviewed by all. Minor changes noted

B. **PREVAILING WAGE RESOLUTION**

Tenyak-O'Connor moved approval of Resolution L 15-04 concerning prevailing wages; Keck seconded. Ayes: all present

C. **POLICY**

i. **COLLECTION DEVELOPMENT:** No Changes

ii. **CIRCULATION**

Tabled until July meeting for clarification of proposed changes

iii. **CONFIDENTIALITY:** No Changes

D. **SERVING OUR PUBLIC – SYSTEM AND ILLINET RESPONSIBILITIES:** Reviewed by all

XII. OTHER BUSINESS

Suddarth reported approximately \$1200.00 in memorial gifts for Rose Szczepaniak. At the family's request, the Youth Services department will be asked for suggestions for a suitable memorial piece for the department.

Suddarth reminded all that the July meeting will begin at 7:00 PM for the annual walk through.

A patron has volunteered to plant the pots along the front stairs and entryway.

New bank signature papers need to be signed with the change of officers.

Mego inquired about the status of the new server. Suddarth reported few problems, with a few items still to be moved over from the old server.

Suddarth reports no problems with the PADS guests this year.

XIII. ADJOURNMENT

Tenyak-O'Connor moved adjournment; Shanahan seconded. The meeting was adjourned at 8:39 PM