

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

June 9, 2021, 7:30 p.m.

Winfield Public Library, 0S291 Winfield Rd., Winfield, IL 60190 & online via ZOOM

I. Opening

President Johnson called the meeting to order at 7:31 p.m.

II. Roll Call

Present: Brown, Johnson, Kenyon, Hjerpe, Bothwell, Tenyak-O'Connor, and Ables all attended via Zoom.

Absent: None

Also present: Resident Richard Loechl via Zoom and Matthew Suddarth, library director. Suddarth attended via Zoom but was physically present in the library.

Johnson declared that an in-person meeting or a meeting conducted under [the OMA] is not practical or prudent because of a disaster and therefore the meeting would be held under the conditions allowed by Illinois Public Act 101-0640 amending the Illinois Open Meetings Act. Johnson also determined that all participants in the meeting could hear each other as required by law.

III. Approval of Agenda

Tenyak-O'Connor moved acceptance of the agenda, Hjerpe seconded.

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

Nays: none.

Absent: none.

IV. Consent Agenda

A. Approval of minutes of the May 12, 2021 meeting

B. Financial report

C. Approval of bills

D. Extension of Delegation of Authority Resolution 20-03 until July 14, 2021

E. Approval of Closed Session Minutes of March 10, 2021

F. Approval of Closed Session Minutes of April 14, 2021

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

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

Nays: none.

Absent: none.

V. Citizens to Speak

Mr. Loechl spoke about a desire St. John's church has to construct a sign on the village right-of-way in front of the library building.

VI. Reports of the Standing Committees

A. Landscape Committee

Suddarth reported that Sitarz Landscape & Maintenance plan on starting the project for the new plantings Tuesday or Wednesday of the week of June 14th.

VII. Trustee Reports

No one had anything to report.

VIII. Old Business

A. Election of Officers – Secretary

Kenyon nominated Tenyak-O'Connor to serve as the board secretary. Ables seconded the nomination. Tenyak-O'Connor accepted the nomination.

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

Nays: none.

Absent: none.

B. Consideration of Committees

The board reviewed the committee list for the year and decided the following by consensus:

Finance – Brown

Administration & Personnel – Johnson and Tenyak-O'Connor

Ethics Officer – Tenyak-O'Connor

Committee on Special Projects – Johnson and Kenyon

Friends Liaison - Ables

IX. New Business

A. Annual Report

Suddarth reviewed the draft of the report and answered questions from the trustees. Several items may need possible revision. Suddarth will make the appropriate changes prior to submitting to the state library.

Kenyon moved to accept the report. Ables seconded.

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

Nays: none.

Absent: none.

B. Re-opening update and Post-COVID planning

Suddarth reviewed the draft plan for re-opening the library for Phase 5 of the Illinois "Restore Illinois" plan. Several suggestions and requests were made by trustees for revisions to the plan. Staff will implement the plan as best possible and it was decided by consensus of the board to review again at the July meeting.

C. Closed session for the purposes of reviewing minutes of closed sessions (5 ILCS 120/2 (c) 21)

The consensus of the board was to stay in open session as all that needed to be discussed regarding the closed session minutes was done at the last meeting.

D. Approval to open closed session minutes of March 10, 2021 and April 14, 2021

After a short discussion, Hjerpe moved with a second by Bothwell to open the minutes.

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

Nays: none.

Absent: none.

X. Other Business

- The board discussed the proposal by Mr. Loechl regarding the sign. It was decided to see how the church and village proceed before discussing further.

- Johnson mentioned that suspicious emails had been sent from her account to other trustees. She asked Suddarth to have the library's computer assistant look into this.
- A short discussion was held regarding the status of the July board meeting. It was the consensus of the board to hold the meeting in-person at the library unless it is not possible due to unforeseen changes in the pandemic situation.
- With regards to the re-opening plan, the board asked Suddarth to prepare the following for their review at the July meeting:
 - o A policy regarding the wearing of facemasks for COVID prevention
 - o Proposed changes to the Circulation policy regarding the removal of overdue fines
 - o A proposal to add Notary Public services

XI. Adjournment

The meeting was adjourned at 10:04 p.m.