

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

June 11, 2025 ; 7:30p.m.

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

**I. Opening**

Brown called the meeting to order at 7:34 p.m.

**II. Roll Call**

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

Absent: None

Also present: Residents Timothy Olson, Sharon Hyrndej, and Jill Grauman. Library directors: Matthew Suddarth and Joe Marcantonio.

**III. Closed Session for the purposed of the selection of a person to fill a public office.**

Entered closed session at 7:35 p.m. Tenyak-O'Connor moved to enter closed session. Ables seconded.

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

Nays: None.

Absent: None.

Board returned to open session at 8:46 p.m.

**IV. Items to be removed from Consent Agenda for Separate Discussion**

None.

**V. Consent Agenda**

A. Approval of minutes of the May 14, 2025 meeting

B. Financial report

C. Approval of bills

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

**VI. Communication & Correspondence**

Suddarth presented the following:

- Reminder of Portillo's fundraiser for Friends
- Attorney Ritzman sent notice about a potential new law affecting libraries in which requires library staff will be trained on opioid medication (Narcan). Awaiting Illinois Governor's signature.
- DuPage County Clerk sent document with 2024 tax rate and CPI information.
- Article on Sun-Times Ai article publication.
- Proclomation from Village of Winfield on the retirement of Library Director Matthew Suddarth.

**VII. Citizens to Speak**

None.

**VIII. Reports of Standing Committees**

None.

**VIII. Trustee Reports**

Becky Johnson will not be at the annual parade this year and therefore unable to plan. Nuccia Choate will take over the planning duties.

**IX. Library Director's Report**

See written report.

**X. Old Business**

None.

**XI. New Business**

**A. Annual Report**

Suddarth presented the Annual Report. The board approved the report and Suddarth will submit the report to the state no later than June 30<sup>th</sup>. Tenyak-O'Connor moved to approve the Annual Report. Hjerpe seconded.

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

Nays: None.

Absent: None.

**B. Resolution to designate bank account signatories.**

The board approved the resolution to designate Bob Brown, Amanda Hjerpe, Carol Tenyak-O'Connor, and Joe Marcantonio signatories to all bank accounts.

Ables moved to approve the resolution. Johnson seconded.

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

Nays: None.

Absent: None.

**C. Designation of FOIA Officers**

The board designated Joe Marcantonio and Katie Clark as the Library's FOIA Officers.

Ables moved to approve the designation. Tenyak-O'Connor seconded.

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

Nays: None.

Absent: None.

**D. Policy**

**i. Collection Development**

a. The trustees reviewed the policy and made no changes.

**ii. Circulation**

a. The trustees reviewed the policy and made no changes.

**iii. Confidentiality**

a. The trustees reviewed the policy and made no changes.

**E. iLEAD Trustee Training**

Brown asked if anyone had any issues to discuss. One trustee is having a login issue.

F. Serving out Public – Chapter 8, “System and ILLINET Membership Responsibilities” – the trustees reviewed the chapter.

G. Appointment of new Trustee

The board named Timothy Olson to the board vacancy to be appointed at the July board meeting.

Johnson moved to approve the appointment. Tenyak-O’Connor seconded.

Ayes: Brown, Johnson, Ables, Choate, Tenyak-O’Connor, Hjerpe

Nays: None.

Absent: None.

## **XII. Other Announcements/Comments**

## **XIII. Adjournment**

On a motion made by Tenyak O’Connor and seconded by Ables, the board adjourned at 9:40 p.m.