

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

March 8, 2023 ; 7:30p.m.

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

I. Opening

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

II. Roll Call

Present: Johnson, Tenyak-O'Connor, Ables, Bothwell, Kenyon

Hjerpe arrived at 7:36

Absent: Brown

Also present: Matthew Suddarth, library director.

III. Approval of Agenda

Johnson moved acceptance of the agenda with a change to move item 8.B to the end. Ables seconded.

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

Nays: None.

Absent: Brown.

IV. Consent Agenda

A. Approval of minutes of the February 8, 2023 meeting.

B. Financial report

C. Approval of bills

V. Communication & Correspondence

Suddarth presented the following:

- A thank you note from staff member Nuccia Choate for the flowers sent to her on the death of her husband
- A FOIA email
- A copy of the treasurer's bond
- A notice of the LACONI annual trustee banquet
- An article about book banning
- Notice of Illinois Library Association Trustee Forum programs

VI. Citizens to Speak

None.

VII. Reports of Standing Committees

A. Finance – Working Budget

Suddarth presented two memos to the board regarding the status of the working budget.

VIII. Trustee Reports

Johnson reported about the legislative advocacy programs she attended.

IX. Library Director's Report

Suddarth reviewed several items in his written report including the status of the partnership with Winfield School to issue cards. Additionally, he highlighted the information Katie Clark shared regarding an Intellectual Freedom program she attended. Suddarth will share a link to the program with the board.

X. Old Business

A. Long Range Plan

The board reviewed the section regarding technology. Ideas mentioned included:

- Updating or replacing the computer server
- Offering DVD players for circulation
- Circulating ring lights
- 3-D printing
- Coding items for checkout
- Photo printing
- Photo converter
- Online foreign language materials

XI. New Business

A. Policy

i. Personnel

The board discussed several changes to the policy. Tenyak-O'Connor moved acceptance of the changes and Bothwell seconded.

All present voted in favor.

ii. Family leave

The board reviewed and made no changes.

iii. Harassment

The board reviewed and made no changes.

iv. Drug and alcohol-free workplace

The board reviewed and made no changes.

v. Identity protection

The board reviewed and made no changes.

vi. Circulation

The board discussed several changes and on motion made by Hjerpe and seconded by Kenyon accepted them unanimously.

B. Serving our Public – Chapter 10, “Programming”

It was the consensus of the board to review the chapter at the next meeting and discuss if anyone had any questions or concerns.

Item 8.A Personnel – at 9:10 p.m. Kenyon moved to enter into closed session for the purpose of the library director’s annual review. Ables seconded the motion.

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

Nays: none

Absent: Brown

The board reentered open session at 9:52 p.m.

XII. Other Business

None.

XIII. Adjournment

The meeting adjourned at 9:53 p.m.