

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

March 13, 2024 ; 7:30p.m.

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

I. Opening

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

II. Roll Call

Present: Brown, Ables, Hjerpe, Johnson, Kenyon

Absent: Tenyak-O'Connor, Vanco

Also present: Matthew Suddarth, library director.

III. Items to be removed from Consent Agenda for Separate Discussion

None.

IV. Consent Agenda

A. Approval of minutes of the February 14, 2024 meeting

B. Financial report

C. Approval of bills

Johnson moved to approve the consent agenda with a correction in the minutes to reflect the date of the January minutes. Ables seconded. All present voted in favor.

V. Communication & Correspondence

Suddarth presented the following:

- An article from Publisher's Weekly discussing book banning efforts in several states
- A flier advertising the LACONI Trustee Banquet
- Notice of a workshop about the iLEAD Trustee Training portal. Johnson noted she had completed the online workshop already and recommended someone speak about it at the April meeting. It was the consensus of the group to have her make the arrangements.

VI. Citizens to Speak

None.

VII. Reports of Standing Committees

Finance – Approval of accounting firm

Suddarth presented a proposal from Lauterbach & Amen to provide accounting services for the fiscal years ending in 2025-2027. Hjerpe moved to accept the proposal with a second by Ables. All present voted in favor of acceptance.

VIII. Trustee Reports

None.

IX. Library Director's Report

Suddarth highlighted several of the Illinois legislative issues affecting the library community. He stressed that until bills are released from committee for consideration by the legislature as a whole, anything could happen with their status.

Additionally, he encouraged trustees to complete their Statement of Economic Interest forms as soon as possible.

X. Old Business

None.

XI. New Business

A. Policy

i. Family Leave Policy

The trustees reviewed the policy and made no changes.

ii. Harassment Policy

After reviewing the policy, the trustees decided to review it again at the April meeting to discuss section “IV, Internal Complaint Process”

iii. Drug and Alcohol Free Library Policy

After a discussion it was the consensus of the board to add a reference prohibiting use of alcohol and non-medicinal drugs by library staff. Suddarth will add the wording to the policy and the trustees will review again at the April meeting.

iv. Identity Protection Policy

The trustees reviewed the policy and made no changes.

B. Trustee training – “Trustee Trouble 6: Policies”

The trustees viewed the video.

C. Serving Our Public: Chapter 10 – Programming

The board reviewed the chapter.

XII. Other Announcements/Comments

Brown encouraged all who could to try to view the upcoming solar eclipse.

XIII. Adjournment

On a motion made by Kenyon and seconded by Ables, the board adjourned at 8:22 p.m.