MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

March 11, 2026; 7:30p.m.
Winfield Public Library, 0S291 Winfield Rd., Winfield, IL 60190

I. Opening

Brown called the meeting to order at 7:30 p.m.

II. Roll Call

Present: Ables, Brown, Hjerpe, Johnson, Olson,
Absent: Choate, Tenyak-O'Connor
Also present: Library Director, Joe Marcantonio

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

None.

IV. Consent Agenda

A. Approval of minutes of the February 11, 2026 meeting
B. Financial report
C. Approval of bills paid and payable
    i. XXXXX moved to approve the consent agenda. XXXXX seconded. All present voted in favor.

V. Communication & Correspondence

Marcantonio presented the following:

A. Confirmation of 2024 Tax Levy Appropriations from County Clerk
B. Thank you to Dawn Leardi from Senator Seth Lewis for sending Valentine's Cards for Seniors.
C. Library Programmers request of funds to the Winfield Library Friends
    i. Friends approved the request.
D. New Address Alert
E. Next Stop Your Library Ad on Metra Line

VI. Citizens to Speak

None.

VII. Reports of Standing Committees

None.

VIII. Trustee Reports

None.

IX. Library Director's Report

A. In addition to more cleaning, Fernando has been fixed the water fountain and replaced some old lighting fixtures.
B. Carpet cleaning scheduled for April 3rd
C. Met with two lighting contractors and presented first available quote.

D. eBook pricing parity and fairness for libraries legislation is expected to be voted on this month.
E. Completed the following requirements:
    a. Signed engagement for Auditors
    b. Corresponded with Polling Coordinator for March 17th election.
    c. Received, checked, signed and returned Levy to County Clerk. Sent signed and sealed Appropriations to the Village.
    d. Renewed Crime Policy insurance.
F. On our way to migrating to Microsoft365 which requires us to upgrade our website. We now own winfieldlibrary.org
G. With E-Rate and switching services we will save $10,344 per year on internet service and $19,632.36 per year on phone service.

X. Old Business

None.

XI. New Business

A. Policy
    a. Personnel
        i. Director to update with corrections and changes for April meeting.
    b. Family and Medical Leave
        i. Director to update with corrections and changes for April meeting.
    c. Harassment
        i. Director to update with corrections and changes for April meeting.
    d. Drug and Alcohol Free Library
        i. Director to update with corrections and changes for April meeting.
    e. Identity Protection
        i. Johnson moved to approve the policy with approved corrections. Tenyak O'Connor seconded. All present voted in favor.
B. Illinois Public Library Standards
    i. The board reviewed the *Human Resources* chapter.
    ii. The board discussed the Director's report on the *Human Resources* chapter's Action Plan.

Trustee Ables left the meeting at 9:00pm.

C. iLEAD Trustee Training
    i. The Board discussed the *Finance for All Illinois Public Library Types* module.
    ii. The Board will discuss the *Finance for All Illinois District Libraries* module at the April meeting.
D. Director Evaluation Discussion
    i. Director will provide a salary increase range for discussion at April meeting.

XII. Other Announcements/Comments

None.

XIII. Adjournment

The board adjourned at 9:28 p.m. on a motion made by Johnson and seconded by Tenyak-O'Connor. All present voted in favor.