

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

May 11, 2016, 7:30 p.m.; Winfield Public Library, 0S291 Winfield Rd., Winfield, IL

**I. OPENING**

The meeting was called to order by Mego at 7:30 PM

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Present: Mego, Brown, Keck, Boyle, Johnson, Tenyak-O'Connor  
Also Present: Matthew Suddarth, Phil Mustes

**IV. APPROVAL OF AGENDA**

Brown moved acceptance of the agenda as presented; Tenyak-O'Connor seconded. Ayes: all present

**V. CONSENT AGENDA**

- A. APPROVAL OF MINUTES OF THE APRIL 13, 2016 MEETING
- B. FINANCIAL REPORTS
- C. APPROVAL OF BILLS

Keck moved approval of the consent agenda as presented; Boyle seconded. Suddarth there are several items on the financial report that will actually come out of the next fiscal year's budget. Ayes: all present

**VI. COMMUNICATION AND CORRESPONDENCE**

A letter was received from Adrienne Rose of the Winfield Historical Society inviting everyone to their annual meeting May 17 at the library.

Johnson noted six local libraries have banned a man who touches the feet of patrons, as reported in local newspapers.

A notice from the Illinois Municipal League regarding the Illinois House passing a property tax freeze bill was shared. Gov. Rauner is not supporting this bill.

A certificate of membership from the Western DuPage Chamber of Commerce was shared.

An article on weeding of collections was shared, as was an article from the Daily Herald asking whether local libraries are increasing their expenditures on collections or on staff, and an article regarding the ranking of states as to which ones pay the most property tax.

The new Librarian of Congress has been appointed, and is actually a librarian.

An article from the Atlantic about fewer people visiting libraries was shared.

An article about Google books copyright fight was shared, along with a Pew Research article regarding libraries and learning.

**VII. CITIZENS TO SPEAK**

None

**VIII. REPORTS OF STANDING COMMITTEES**

**A. FINANCE**

- i. WORKING BUDGET – REVIEW AND APPROVAL

Brown moved approval of the working budget as presented; Tenyak-O'Connor seconded. Ayes: all present

- ii. .02% BUILDING & MAINTENANCE LEVY – REVIEW AND APPROVAL

Brown moved approval of the Building and Maintenance Levy as presented; Tenyak-O'Connor seconded. Ayes: all present

**B. ADMINISTRATION & PERSONNEL**

Suddarth reported he is close to offering the graphic arts position to an applicant. Also Ann Borow is working again.

**C. SYSTEM REPRESENTATIVE**

No report

**D. BUILDING & PROPERTY**

See director's report

**IX. LIBRARY DIRECTOR'S REPORT**

Sitarz Landscaping is going to make a recommendation about repairing the south wall.

Suddarth reported on various pieces of legislation relating to libraries that are in committees.

The library has renewed the contract with the Illinois State Library for OCLC for \$227.

Suddarth sent the county the "Certificate of Total Exempt Property.  
RoseAnn Vonesh is on a leave of absence through the first week of June  
Staff reviews are done.

Suddarth attended the Winfield Historical Society meeting, the Village Board meeting, and the Health Insurance open enrollment meeting.

Suddarth is working on the annual report.

**X. OLD BUSINESS**

- i. LONG RANGE PLAN  
Mego reports they will have a draft in the near future. He will schedule a workshop time outside of the regular board meeting time to review it.
- ii. APPOINTMENT TO FILL VACANT TRUSTEE SEAT  
Four people applied, and three have had interviews. Recommendations to be given at the next board meeting.
- iii. COPIER  
Suddarth is working on getting more bids.
- iv. BUILDING DEDICATION PLAQUE  
Board agreed to hang a plaque in the lower level, similar in size and style to the one upstairs, with the names of the people who were board members at the time the addition was built. Keck will get estimates.
- v. STAFF IN-SERVICE BREAKFAST  
Tenyak-O'Connor organized donations for the breakfast on May 19, and she and Mego will set up.

**XI. NEW BUSINESS**

- i. REVIEW MISSION STATEMENT  
Reviewed by all. Will be revisited after the Long Range Plan is accepted.
- ii. ELECTION OF OFFICERS  
President: Tenyak-O'Connor nominated Mego; Keck seconded. Ayes: all present  
Treasurer: Mego nominated Brown; Tenyak-O'Connor seconded. Ayes: all present  
Secretary: Mego nominated Keck; Brown seconded. Ayes: all present
- iii. CONSIDERATION OF COMMITTEES  
By consensus:  
Finance: Brown  
Administration and Personnel: Tenyak-O'Connor, Mego  
Ethics Officer: Tenyak-O'Connor  
Committee on Policy: Mego  
Committee on Special Projects: Johnson  
Long Range Plan: Boyle, Mego  
Going Green: Mego, Keck
- iv. REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD ELECTION – DESIGNATION OF LIBRARY REPRESENTATIVE TO VOTE  
Board requested Suddarth to vote on behalf of the Winfield Public Library
- v. CLOSED SESSION FOR THE PURPOSES OF REVIEWING MINUTES OF CLOSED SESSIONS (5 ILCS 120/2 (c) 21)  
Keck moved going to closed session for the purpose of reviewing minutes of closed sessions; Brown seconded. Keck, yes. Brown, yes. Boyle, yes. Johnson, yes. Mego, yes. Board entered closed session at 8:45 PM  
Board returned to open session at 8:49 PM. Tenyak-O'Connor moved that minutes of all closed sessions remain closed; Keck seconded. Ayes: all present
- vi. CONSIDERATION OF DESTRUCTION OF RECORDINGS OF CLOSED SESSIONS (5 ILCS 120/2.06 (c))  
Brown moved that all recording that are eligible for destruction be destroyed; Tenyak-O'Connor seconded. Ayes: all present
- vii. SERVING OUR PUBLIC – COLLECTION MANAGEMENT AND RESOURCE SHARING  
Reviewed by all

**XII. OTHER BUSINESS**

Suddarth noted that the updated 4th edition of the Trustee Facts File is available. Board agreed to purchase one ebook download for the library.

**XIII. ADJOURNMENT**

The meeting was adjourned at 9:00 PM