

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

May 13, 2020, 7:30 p.m.

Winfield Public Library, 0S291 Winfield Rd., Winfield, IL 60190 & online via ZOOM

I. Opening

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

II. Pledge of Allegiance

III. Roll Call

Present: Mego, Johnson, Shanahan, Hjerpe, Brown, Kenyon, Tenyak-O'Connor all attended via ZOOM per allowance as set forth in Illinois governor Pritzker's executive order 2020-07, section 6.

Absent: None.

Also present: Matthew Suddarth, library director attended via ZOOM but was physically present in the library.

IV. Approval of Agenda

Kenyon moved to approve the agenda. Johnson seconded.

Ayes: all present

V. Consent Agenda

A. Approval of minutes of the April 8, 2020 meeting

B. Financial report

C. Approval of bills

Johnson moved and Kenyon seconded the approval of the consent agenda.

Ayes: all present

VI. Citizens to Speak

None.

VII. Reports of the Standing Committees

A. Finance

i. Working budget – review and approval

Suddarth presented the working budget for Fiscal Year 20-21. Brown moved approval with a second by Tenyak-O'Connor.

Ayes: all present

ii. .02% Building & Maintenance levy – review and approval

Suddarth presented the Building & Maintenance levy for the 2020 tax year. Brown moved approval with a second by Tenyak-O'Connor.

Ayes: all present

VIII. New Business

- A. Extension of Resolution 20-03 until June 10, 2020 – “Resolution Delegating Authority to Board President and Library Director to make Decisions”
Suddarth explained that library attorney Roger Ritzman recommended the board pass the resolution to allow the director and board president to act in place of the board in the case the board could not meet. Any actions taken by the director and president are subject to a roll call vote of the board at the next board meeting. Additionally, the resolution is only effective until the next meeting and needs to be passed by the board at each meeting to be effective.
Brown moved approval with a second by Hjerpe.
Ayes: all present
Nays: none.
- B. Resolution 2020-04 Confirming Essential Government Functions
Suddarth presented the resolution prepared by Library Attorney Roger Ritzman declaring essential functions of the library and staff needed to perform those functions. Brown moved approval and Tenyak-O’Connor seconded.
Ayes: all present
Nays: none.
- C. Parking lot maintenance contract
Suddarth presented two proposals for patching, sealcoating, and re-striping the parking lot. Hjerpe moved approval of the proposal from Maul Paving with a second by Johnson. Ayes: all present
- D. Board Meeting Calendar for FY20-21
Suddarth presented the annual calendar for board meeting activities. Hjerpe moved to accept as presented. Johnson seconded. The motion passed unanimously.
- E. Election of Officers
Kenyon moved with a second by Shanahan to elect Mego as board president. Mego accepted the nomination.
Ayes: all present.
Nays: none.
Hjerpe nominated Tenyak-O’Connor for secretary. Johnson seconded the motion. Tenyak-O’Connor accepted the nominations.
Ayes: all present.
Nays: none.
Tenyak-O’Connor nominated Brown for treasurer. Shanahan seconded. Brown accepted.
Ayes: all present.
Nays: none.
- F. Consideration of Committees
The board made no changes to the committee assignments. The board did choose to remove the 50th Anniversary Committee from the list of committees.
- G. Closed Session for the Purposes of Reviewing Minutes of Closed Sessions
The board did not enter into closed session to review minutes as there were no new minutes to review since the last review of closed session minutes.
- H. Consideration of Destruction of Recordings of Closed Sessions
The board chose not to destroy any of the recordings of closed sessions.

XII. Other Business

- Mego had a question about the staffing schedule in the Technical Services department. Suddarth stated they wouldn't be working at the same time.
- Suddarth asked the board if they would like to consider the lighting proposal created by Verde Energy Efficiency Experts to upgrade the lighting on the upper floor of the library. The board declined.
- Suddarth read two notes received from patrons about library service. Both were complimentary.
- Suddarth asked the board to think about how to develop a policy regarding reimbursing employees certain expenses incurred while working at home.

XIII. Adjournment

The meeting was adjourned at 8:56 p.m.