

**MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
May 9, 2007**

I. Opening

The meeting of the Winfield Public Library Board of Trustees was called to order at 7:30 p.m. on Wednesday, May 9, 2007 at the Winfield Public Library by Karen Hannah, Board President. Laura Slivinski acted as secretary.

II. Roll Call

Present:

Karen Hannah
Laura Slivinski
Robert Brown
Carol Tenyak O'Connor
Linda McNamara

Absent:

Michael Belica
Peter Dopper

Matthew Suddarth, Director

Also present: Cindy Keck

III. Approval of Agenda

Upon a motion made and seconded, the board unanimously approved the agenda with the addition of swearing in of new trustees.

IV. Consent Agenda

On a motion made and seconded, the board unanimously approved the consent agenda.

V. Communication and Correspondence

Matthew Suddarth reported the following:

- A. A letter to the editor of the Winfield Register from a resident expressing her gratitude for the library and other public entities in town.
- B. A photo of one of our patrons at one of our programs that appeared in the Winfield Press.
- C. An article from the Urbana Free Library newsletter regarding the retirement of Fred Schlipf who served as our building consultant.
- D. A notice from the Public Library Association regarding their offer of discounted subscriptions to their journal for library trustees.
- E. Emails from the Illinois Library Association regarding the status of various legislation affecting libraries.
- F. A newsletter from Ehlers and Associates, the library's financial consultant.
- G. A letter from the Illinois State Library Construction Grant Committee outlining the requirements for this year's grant.

- H. An article about National Library Legislative Day from the American Library Association.

VI. Citizens to Speak

None.

VII. Reports of the Standing Committees

A. Finance

The board reviewed the working budget. The board directed Mr. Suddarth to review our health insurance options before the next renewal of the insurance. The board would like to add a line to the budget for next year to account for donation from the Winfield Library Friends. On a motion made and seconded, the board unanimously approved the budget.

The board reviewed the building and maintenance levy and on a motion made and seconded, the trustees unanimously approved recommending the village board approve it.

B. Administration and personnel

No report.

VIII. Library Director's Report

Mr. Suddarth discussed highlights of his report including the following:

- A. Legislative issues including updates on the status of bills affecting libraries and his attendance at both Illinois and National Library Days.
- B. The Winfield Library Friends have donated pens to give to patrons during National Library Week and will be providing financial support for the summer reading program and ice cream social.
- C. Review of various meetings attended.

IX. Old Business

- A. On a motion made and seconded, the board on a unanimous roll call vote entered closed session at 8:41 p.m. for the consideration of the purchase or lease of real estate (5 ILCS 120/2 (c)(5)). At 10:06 p.m. the board returned to open session. A motion was made and seconded to purchase the house located at 0S286 Church St., Winfield, IL.

Ayes: Linda McNamara
Laura Slivinski

Nays: Robert Brown
Carol Tenyak-O'Connor
Karen Hannah

Motion failed

- B. Strategic plan

Discussion of the strategic plan was postponed until the June meeting in view of Gail Johnson attending that meeting.

- C. Handicap parking/sealcoating

Matthew Suddarth reviewed the requirements for creating a handicap parking space outside the meeting room entrance. He will get quotes for having the work done.

X. New Business

- A. The board reviewed the minutes of the closed sessions. On a motion made and seconded, the board voted unanimously to keep the minutes closed.

- B. Election of officers

For the office of president, Carol Tenyak-O'Connor nominated Karen Hannah who declined. Linda McNamara nominated Carol Tenyak-O'Connor, who accepted. For the office of treasurer, Carol Tenyak-O'Connor nominated Robert Brown, who accepted. For the office of secretary, Karen Hannah nominated Laura Slivinski, who accepted.

- C. Consideration of committees

There were no motions to activate committees for building & property, policy, or special projects.

- D. Committee appointments

Robert Brown will chair the finance committee. Administration and personnel will be Linda McNamara who was also appointed as ethics officer. We will revisit the committees at the June meeting.

- E. Annual report

The board reviewed the library's Illinois Public Library Annual Report and on a motion moved and seconded, unanimously approved it.

- F. Serving our Public

The board reviewed the chapter titled "Personnel" in *Serving our Public: Standards for Illinois Libraries*.

On a motion made and seconded, the Trustees unanimously approved the adjournment of the meeting at 10:45 p.m. The next meeting of the board is scheduled for Wednesday, June 13, 2007 at 7:30 p.m.

Respectfully submitted,
Laura Slivinski
Secretary