

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

May 12, 2021, 7:30 p.m.

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

I. Opening

President Johnson called the meeting to order at 7:32 p.m.

II. Roll Call

Present: Brown, Johnson, Kenyon, Hjerpe and Ables all attended via Zoom.

Absent: Tenyak-O'Connor. Suddarth served as secretary pro tem in her absence.

Also present: Resident Laura Bothwell via Zoom and Matthew Suddarth, library director. Suddarth attended via Zoom but was physically present in the library.

Johnson declared that an in-person meeting or a meeting conducted under [the OMA] is not practical or prudent because of a disaster and therefore the meeting would be held under the conditions allowed by Illinois Public Act 101-0640 amending the Illinois Open Meetings Act. Johnson also determined that all participants in the meeting could hear each other as required by law.

III. Approval of Agenda

Kenyon moved acceptance of the agenda, Hjerpe seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe

Nays: none.

Absent: Tenyak-O'Connor.

IV. Newly Elected Trustees Oath of Office

Suddarth administered the Oath of Office to newly elected trustees Brown and Kenyon.

V. Declaration of Vacant Trustee Position

As no one ran to fill the open trustee position due to the end of Mike Shanahan's term, president Johnson declared the position vacant.

VI. Appointment of Trustee to Fill Vacant Position

Brown moved with a second by Hjerpe to appoint resident Laura Bothwell to fill the open trustee position.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe

Nays: none.

Absent: Tenyak-O'Connor.

VII. Newly Appointed Trustee Oath of Office

Suddarth administered the Oath of Office to newly appointed trustee Bothwell.

VIII. Consent Agenda

A. Approval of minutes of the April 14, 2021 meeting

B. Financial report

C. Approval of bills

D. Extension of Delegation of Authority Resolution 20-03 until June 9, 2021

Brown moved and Hjerpe seconded the approval of the consent agenda.
Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell
Nays: none.
Absent: Tenyak-O'Connor

IX. Citizens to Speak

None.

X. Reports of the Standing Committees

A. Finance

i. Working Budget

Suddarth reviewed the working budget and answered questions from the trustees.

Brown moved approval of the budget. Kenyon seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

ii. .02% Building & Maintenance Levy

Suddarth reviewed the annual B&M levy.

Brown moved approval of the levy with a second by Bothwell.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

B. Landscape Committee

Suddarth reported that Sitarz Landscape & Maintenance had been having difficulty in finding plant material and workers to complete the landscape project. However, they have secured both and hope to start the project in the next few weeks.

XI. Trustee Reports

No one had anything to report.

XII. Old Business

No old business was discussed.

XIII. New Business

A. Election of Officers

President Johnson entertained motions for new officers and expressed interest in remaining as president. The board voted in favor of retaining Johnson as president. Due to the absence of Tenyak-O'Connor, it was the consensus of the board to postpone the selection of secretary until the June meeting.

Kenyon nominated Brown to serve as treasurer. Johnson seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

B. Consideration of Committees

After a discussion of the various committees it was decided to allow the trustees time to think about on which committees they might like to serve and revisit the assignment of committees at the June meeting.

C. Staff In-Service Day

Johnson reported she had purchased gift certificates from Gnarly Knots to give to the staff as appreciation for their work. She will bring them to the staff day. Suddarth reviewed the day's agenda.

D. Re-Opening update

Suddarth reported that the re-opening committee would not meeting in its current form anymore. Since the next phase of planning requires more of a "return to normal" environment, it has been decided to work through future needs in a different form.

E. Post-COVID Planning

Suddarth reported that as part of the staff in-service day he has asked staff to develop suggestions for services to continue, change, or eliminate as the library enters post-COVID services. He plans on implanting these in conjunction with the current long-range plan and has asked the board to give him suggestions also. Once the services are determined, budget, staffing, space layout, and policy changes can happen.

F. Closed Session for the purposes of reviewing minutes of closed sessions (5 ILCS 120/2 (c) 21)

Kenyon moved entering closed session with a second by Ables.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell

Nays: none.

Absent: Tenyak-O'Connor

The board entered closed session at 9:01p.m.

The board returned to open session at 9:15 p.m.

G. Consideration of destruction of recordings of closed sessions (5 ILCS 120/2.06 (c))

After a short discussion, the board consensus was to postpone this until the June meeting.

XIV. Other Business

None.

XV. Adjournment

The meeting was adjourned at 9:19 p.m.