

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

May 14, 2025 ; 7:30p.m.

Winfield Public Library, 0S291 Winfield Rd., Winfield, IL 60190

I. Opening

Brown called the meeting to order at 7:33 p.m.

II. New Trustee Oath of Office

Johnson administered the oath of office to newly elected trustees, Bob Brown, Lynn Ables, Filomena Choate, and Carol Tenyak-O'Connor

III. Roll Call

Present: Brown, Johnson, Ables, Choate, Tenyak-O'Connor; Hjerpe arrived at 7:54

Absent: None

Also present: Resident Timothy Olson, Matthew Suddarth, library director.

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

None.

V. Consent Agenda

A. Approval of minutes of the March 25, 2025 and April 9, 2025 meetings

B. Financial report

C. Approval of bills

Ables moved to approve the consent agenda. Johnson seconded. All present voted in favor.

VI. Communication & Correspondence

Suddarth presented the following:

- An article from the Chicago Tribune discussing IMLS cuts on library delivery service
- Update from RAILS regarding IMLS funding for Illinois and a judicial ruling blocking the dismantling of IMLS
- Associated Press article from NPR about the firing of Librarian of Congress Carla Hayden

VII. Citizens to Speak

None.

VIII. Reports of Standing Committees

A. Finance

i. Working Budget

Suddarth presented a revised budget for the fiscal year 2025-26. Tenyak-O'Connor moved approval of the budget as presented. Ables seconded the motion.

Ayes: Brown, Johnson, Ables, Choate, Tenyak-O'Connor, Hjerpe

Nays: None.

Absent: None.

ii. Building & Maintenance levy

Suddarth presented the library's annual Building & Maintenance levy for 2025.

Tenyak-O'Connor moved approval with a second by Ables.

Ayes: Brown, Johnson, Ables, Choate, Tenyak-O'Connor, Hjerpe
Nays: None.
Absent: None.

VIII. Trustee Reports

None.

IX. Library Director's Report

A few comments were made regarding items in the written report.

X. Old Business

A. Harassment policy

Tenyak-O'Connor presented suggested changes to the policy. After a short discussion Ables moved to accept the changes to the policy. Johnson seconded.

Ayes: Brown, Johnson, Ables, Choate, Tenyak-O'Connor, Hjerpe

Nays: None.

Absent: None.

XI. New Business

A. Election of officers

Tenyak-O'Connor nominated Brown to be president. Brown accepted the nomination.

Tenyak-O'Connor moved to elect Brown president. Ables seconded.

Ayes: Brown, Johnson, Ables, Choate, Tenyak-O'Connor, Hjerpe

Nays: None.

Absent: None.

Hjerpe nominated Tenyak-O'Connor to be treasurer. Tenyak-O'Connor accepted the nomination. Ables moved to elect Tenyak-O'Connor treasurer. Johnson seconded.

Ayes: Brown, Johnson, Ables, Choate, Tenyak-O'Connor, Hjerpe

Nays: None.

Absent: None.

Johnson nominated Hjerpe to be secretary. Hjerpe accepted the nomination. Johnson moved to elect Hjerpe as secretary. Ables seconded.

Ayes: Brown, Johnson, Ables, Choate, Tenyak-O'Connor, Hjerpe

Nays: None.

Absent: None.

B. Consideration of committees

After reviewing the committee list, the consensus of the trustees was as follows:

Finance – Carol Tenyak-O'Connor

Administration & Personnel – Bob Brown & Carol Tenyak-O'Connor

Ethics Officer – Carol Tenyak-O'Connor

Committee on Special Projects – Rebecca Johnson, Nuccia Choate

Long Range Plan – Rebecca Johnson, Amanda Hjerpe

Landscape Plan Committee – Rebecca Johnson & Amanda Hjerpe

Friends Liaison – Lynn Ables

History of Winfield Book – Carol Tenyak-O'Connor

- C. Declaration of trustee vacancy
Ables moved to declare the open trustee position vacant. Johnson seconded.
After a discussion, the consensus of the board is to advertise the position with applications due to the library no later than Friday, June 6th.
- D. Landscaping contract
Suddarth presented the proposal from Sitarz Landscape & Maintenance for the summer 2025 season. Tenyak-O'Connor moved to accept the proposal with a second by Johnson.
Ayes: Brown, Johnson, Ables, Choate, Tenyak-O'Connor, Hjerpe
Nays: None.
Absent: None.
- E. Credit/Debit Card policy
The trustees reviewed the policy and made no changes
- F. iLEAD Trustee Training
Brown asked if anyone had any issues to discuss. One trustee is having a login issue.
- G. Serving out Public – Chapter 7, “Collection Management” – the trustees reviewed the chapter.
- H. Closed session for the purposes of reviewing minutes of closed sessions (5 ILCS 120/2 (c)21)
Tenyak- O'Connor moved to enter closed session. Johnson seconded. The trustees entered closed session at 8:25 p.m. The board reentered open session at 8:29 p.m.
- I. Approval of minutes of closed sessions
Hjerpe moved to approve the minutes of the closed sessions held March 19, 2025 and March 25, 2025. Ables seconded.
Ayes: Brown, Johnson, Ables, Choate, Tenyak-O'Connor, Hjerpe
Nays: None.
Absent: None.
- J. Consideration of destruction of recordings of closed sessions
The trustees did not choose to destroy any recordings of closed sessions.

XII. Other Announcements/Comments

Suddarth reminded the trustees to notify Youth Services librarian Julia Nephew if they are planning on volunteering to help with the library's annual Ice Cream Social to be held Monday, June 2nd.

XIII. Adjournment

On a motion made by Johnson and seconded by Ables, the board adjourned at 8:39 p.m.