

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

November 3, 2010

**I. Opening**

The meeting was called to order by president Tenyak-O'Connor at 7:38 p.m.

**II. Pledge of Allegiance**

**III. Roll Call**

Present: Tenyak-O'Connor, Shanahan, Lee, Vanco, Keck

Absent: Brown, Petitti

Also present: Matthew Suddarth

**IV. Approval of Agenda**

Lee moved approval of the agenda as presented; Vanco seconded. Ayes: all present.

**V. Consent Agenda**

A. Approval of minutes of the October 13, 2010 meeting

B. Financial report

Suddarth reported the accountants had forwarded a corrected cover sheet to him.

R. Carlson & Sons will receive the balance of their payment when the punch list work is completed.

C. Approval of bills

Lee moved approval of the consent agenda as presented; Vanco seconded. Ayes: all present.

**VI. Communication & Correspondence**

Amazon has announced they will allow the limited loan of e-books. This may affect libraries in the future.

The director of the Naperville library has announced her retirement for next June.

The Des Plaines library may close for the calendar year on Dec. 5, when they run out of funds.

A library in Hugo, MN, is operating like a vending machine system, with requests being placed online.

The per capita grant guidelines for FY2012 through FY2014 have been received.

**VII. Citizens to Speak: None.**

**VIII. Reports of Standing Committees**

A. Finance

Winfield Township has sent notice of an anticipated \$3.6M growth for next year.

B. Administration & Personnel: no report

C. System Representative

Lee reports the Library Systems have received some state monies, but not enough for Metropolitan Library System to continue operating to the end of the fiscal year. The state library is pushing for systems to cover for each other when one system can no longer pay for services. Tom Sloan recommends each library budget for paying for delivery service for interlibrary loans for next year. The recommended amount for us would be \$3,000 - \$4,000.

D. **Building & Property – East Wall Project Update**

Most items on the punch list are completed. We are waiting to see if the repaint job on the stairs holds up.

**IX. Library Director's Report**

The downspouts on the north side of the building were televised and rodded.

HB 6913 was introduced in Sept. It would put granting of certain library and literacy monies under the State Board of Education instead of Secretary of State. ILA may oppose this bill.

Suddarth spoke to Library Sciences classes at Dominican University.

Staff received flu shots donated by CDH.

Suddarth reported on five meetings he recently attended.

**X. Old Business**

A. **District conversion discussion**

Village has asked the Library to be present at their Committee of the Whole meeting November 4, to discuss conversion to a library district.

B. **Long range plan**

Committee is working on a presentation, hope to be ready in December.

**XI. New Business**

A. **Review minutes of closed sessions**

Keck moved that minutes of closed sessions that are currently closed remain closed; Lee seconded. Ayes: all present.

B. **Policy**

i. **Unsupervised Children in the Library**

Vanco suggested moving bike, food, and electronics information out of this policy and into the General Policy. Suddarth will review the two policies, and bring recommended changes to the next meeting.

ii. **Volunteer**

The board reviewed and made no changes.

iii. **Friends**

The board reviewed and made no changes.

C. **Fall Staff In-Service**

Board approved suddarth postponing the fall staff in-service day, as the long range plan is not ready for review and implementation.

D. **Closing dates for 2011**

Keck moved approval of closing dates as presented; Lee seconded. Ayes: all present.

E. Board meeting dates for 2011

Keck moved approval of Board meeting dates as presented; Lee seconded. Ayes: all present.

F. Serving our Public – Access

Reviewed.

**XII. Other Business**

Lee reported a new DLS board member intends to restart a board roundtable group, and another current member intends to restart a Friends' roundtable group going.

**XIII. Adjournment**

Meeting was adjourned at 8:48 p.m.