

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

October 17, 2018, 7:30 p.m.

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

I. Opening

President Mego called the meeting to order at 7:37 p.m.

II. Pledge of Allegiance

III. Roll Call

Present: Johnson, Boyle, Mego, Tenyak-O'Connor, Kenyon

Absent: Hjerpe, Brown,

Also present: Matthew Suddarth, library director

IV. Approval of Agenda

Kenyon moved approval of the agenda. Johnson seconded.

Ayes: all present

V. Consent Agenda

A. Approval of minutes of the September 12, 2018 meeting

B. Financial report

C. Approval of bills

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

Ayes: all present

VI. Communication & Correspondence

Suddarth presented the following:

- An article about using library services to restore "Civil Society"
- An article talking about how happiness might be as simple as a Library
- An article discussing the New York Public Library's lending of ties, briefcases and other items needed for job interviews.

Hjerpe arrived at 7:40 p.m.

VII. Citizens to Speak

None.

VIII. Reports of the Standing Committees

- A. Finance – the "Annual Report of Receipts and Disbursements" was presented. On a motion made by Tenyak-O'Connor and seconded by Johnson the report was unanimously approved.
- B. Administration & Personnel – Suddarth discussed adding hours to some of the staff's schedules for the current fiscal year and the creation of a new Youth Services Assistant position. The new position will not affect this year's budget and will have a minor increase in next year's.
- C. Landscape Plan committee – Suddarth reported that Sitarz Landscape & Maintenance intends to complete the retaining wall repairs this season.

IX. Library Director's Report

Suddarth updated his written report and answered several questions about it.

X. Old Business

- A. 50th anniversary events – Suddarth reported on some of the activities of the group. There will be a PowerPoint presentation at the December Holiday Open House along with a display. Other activities include a trivia quiz, a presentation to be made in April about the library's history, and possible visits to community groups.

XI. New Business

- A. Disaster Plan – the board reviewed and made no changes.
- B. Schedule of 2019 Board Meeting Dates – the board reviewed. Kenyon moved approval of the dates as presented. Tenyak-O'Connor seconded.
Ayes: all present.
- C. Schedule of 2019 closing dates – the board reviewed the dates. After a short discussion regarding the Thanksgiving holiday, Tenyak-O'Connor moved approval of the dates as presented. Hjerpe seconded.
Ayes: all present.
- D. Policy
 - i. Meeting Room – a version of the policy with several changes was presented. After a discussion, Johnson moved approval as presented. Hjerpe seconded.
Ayes: all present.
 - ii. Investment – the board reviewed and made no changes.
 - iii. Search Warrant – the board reviewed and made no changes.
- E. Serving our Public – Chapter 2, Governance & Administration – the board reviewed the chapter.

Other Business

Suddarth discussed an idea the Friends are pursuing along with staff to raise money for the friends. Patrons would be able to "purchase" a book for the library in honor of someone. The books would be items the library already would be purchasing, but would be paid for by the donor. Details will be developed with staff. A suggestion was made that this could also be used as part of the library's 50th Anniversary events as a "buy a birthday present for the library" promotion.

XIII. Adjournment

The meeting was adjourned at 8:44 p.m.