

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

October 9, 2025; 7:30p.m.

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

I. Opening

Tenyak-O'Connor called the meeting to order at 7:31 p.m.

II. Roll Call

Present: Choate, Ables, Tenyak-O'Connor, Hjerpe

Absent: Brown, Johnson, Olson

Also present: Library director, Joe Marcantonio. Joe Troyer of GW & Associates, PC via Zoom.

A motion was made by Hjerpe to move Agenda item 7A: 'Reports of Standing Committees, Finance, Audit Presentation and Acceptance by Board' to before Agenda item 3. 'Items to be removed from consent agenda for separate discussion'. Ables seconded. The motion passed.

VII. Reports of Standing Committees

A. The Audit Presentation was given via Zoom by lead auditor Joe Troyer of GW & Associates, PC. The library is in good standing and there were no findings of mistakes or fraud. We received an additional amount of taxes this year, but also increased the obligational governmental spending. This is due to increases in IMRF and additional GASB reports on retirement obligations, a factor out of the Library's control. We spend nearly every dollar received on our patrons and maintain about quarter of a year's expenses in our fund balance. We have been good stewards with the community's tax dollars. Joe Troyer left the meeting before the acceptance of the Audit vote.

B. The Audit was accepted by the board, Ables motioned and Choate seconded.

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

None.

IV. Consent Agenda

A. Approval of minutes of the September 10, 2025 meeting

B. Financial report

C. Approval of bills paid and payable

- i. Hjerpe moved to approve the consent agenda. Ables seconded. All present voted in favor.

V. Communication & Correspondence

Marcantonio presented the following:

A. Article: Readerlink, B&T call off deal

B. Article: Baker & Taylor to Cease Operations

- o These articles are related to the huge news that Baker & Taylor will be closing. B&T supplied all of our book materials. We have had to find a different vendor(s) and have some meetings next month set up for alternatives. B&T was the biggest book distributor in the country and this collapse is sending shockwaves through the library world. The only service we cannot replicate right now is the leased

books program, in which we borrow many copies of extremely popular books and return a majority of them after the popularity has died down. We are in the process of getting our money back for our subscription to the leasing service.

- C. Notice: ChopChop Magazine, healthy food magazine for kids has ceased publication due to defunding of the SNAP-Ed program.
- D. Federal Judge Tosses Lawsuit Against PRH, NYT.
- E. Article: West Suburban Libraries Collaborate to Reach Metra Commuters. Sums up the efforts of several libraries to create a collaboration between libraries for an ad on their Metra line. Joe is part of a group looking to do the same along the Union Pacific West Line.

VI. Citizens to Speak

None.

VII. Reports of Standing Committees

- B. Annual Treasurer's Report (Annual Report of Library Revenues and Expenditures). Ables moved to approve, Choate seconded. All present voted in favor.
- C. Landscape Committee – Hjerpe and Johnson met with Marcantonio to go over background of committee and previous plans. Marcantonio presented information from a grant meeting with SCARCE, looking into get a grant to address the parking lot floodplain. The Village has given the Library permission to expand the parking lot to the building to accommodate two handicap spaces near the lower level entrance.

VIII. Trustee Reports

None.

VIX. Library Director's Report

See written report.

X. Old Business

- A. Policy
 - i. Test Proctoring Policy. Ables moved to approve, Choate seconded. All present voted in favor. Signed by Secretary Hjerpe.
- B. Bylaws
 - i. Hjerpe moved to approve, Ables seconded. All present voted in favor. Signed by Secretary Hjerpe.

XI. New Business

- A. 2026 Library Board Meeting dates were presented. They are still the second Wednesday of each month at 7:30pm. The September meeting will be held on the 16th (3rd Wednesday) because the meeting room is occupied with the Book Sale. Hjerpe moved to approve, Choate seconded. All present voted in favor.
- B. 2026 Library Closing dates were presented. Ables moved to approve, Choate seconded. All present voted in favor.
- C. Disaster Plan – The plan was updated and revised with staff suggestions. The board had additional changes to be made. Will be revised and presented at the November board meeting.
- D. Policy
 - i. Meeting Room

- a. Staff/Director changes were approved by the board. Hjerpe moved to approve, Ables seconded. All present voted in favor. Signed by Secretary Hjerpe.
- ii. Search Warrant Policy
 - a. Staff/Director changes were approved by the board. Hjerpe moved to approve, Ables seconded. All present voted in favor. Signed by Secretary Hjerpe.
- iii. Investment Policy
 - a. The trustees reviewed the policy and made no changes.
- E. Illinois Public Library Standards
 - i. The board reviewed Advocacy & Community Engagement chapter.
 - ii. The board discussed the Director's report on the Advocacy & Community Engagement chapter's Action Plan.
- F. iLEAD Trustee Training
 - i. The attending Trustees have decided to postpone discussion on the Illinois Trustee Requirements discussion to the next board meeting when we hope to have all present.

XII. Other Announcements/Comments

None.

XIII. Adjournment

The board adjourned at 9:41 p.m. on a motion made by Ables and seconded by Hjerpe. All present voted in favor.