

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

September 12, 2018, 7:30 p.m.

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

I. Opening

President Mego called the meeting to order at 7:35 p.m.

II. Pledge of Allegiance

III. Roll Call

Present: Johnson, Hjerpe, Brown, Boyle, Mego, Tenyak-O'Connor

Absent: Kenyon

Also present: Roy Groesbeck, Mueller & Co.

Matthew Suddarth, library director

IV. Approval of Agenda

Brown moved approval of the agenda with a change to move item 8Ai – Audit presentation to after Approval of the Agenda. Tenyak-O'Connor seconded approval as changed.

Ayes: all present

Groesbeck presented the Fiscal Year 2018 Audited Financial statement to the board. On a motion made by Brown and seconded by Tenyak-O'Connor the board unanimously approved accepting the audit as presented.

V. Consent Agenda

A. Approval of minutes of the August 8, 2018 meeting

B. Financial report

C. Approval of bills

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

Ayes: all present

VI. Communication & Correspondence

Suddarth presented the following:

- A memorandum from library attorney Roger Ritzman regarding the April 2, 2019 consolidated election
- A memorandum from library attorney Roger Ritzman regarding the expansion of non-resident taxpayer rules
- The FY2018-FY2020 Illinois Public Library Per Capita Grant requirements
- An email from Louise Svehla, Consulting and Continuing Education Specialist at RAILS, about opportunities for trustees to receive continuing education to meet the upcoming per capita grant
- An article about library design
- A “thank you” note from a patron regarding a summer reading prize

VII. Citizens to Speak

None.

VIII. Reports of the Standing Committees

A. Finance –

- i. The audit presentation was moved to earlier in the meeting
- ii. Annual report of Revenues & Expenditures – this was not yet ready and will be presented at the October meeting
- iii. Tax levy – On a motion made by Brown and seconded by Tenyak-O’Connor, the board unanimously approved the FY 2019 tax levy.

B. Administration & Personnel – nothing.

C. System Representative – no report.

D. Landscape Plan committee – The committee presented a list of priorities for the library to consider. It was the general consensus of the board that the items be done as the budget allows.

IX. Library Director’s Report

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

X. Old Business

A. 50th anniversary events – the committee continues to plan for a series of events and displays through 2019.

XI. New Business

A. Staff walkthrough review – the board reviewed the comments of the staff’s walkthrough of the building. They asked Suddarth to consolidate the comments and give updates about the status of each item.

B. Internet Policy – the board reviewed and made no changes.

XII. Other Business

Johnson noted that the Wheaton Public Library is conducting a community survey.

Additionally, she noted that she can provide a sample letter to use for contacting other organizations for items to use as prizes, etc.

Mego stated that he had some items regarding the Meeting Room policy he would like to discuss when the policy is discussed at the October meeting.

XIII. Adjournment

On a motion made by Brown and seconded by Boyle, the board unanimously approved adjourning the meeting at 8:48 p.m.