

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

September 11, 2019, 7:30 p.m.

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

I. Opening

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

II. Pledge of Allegiance

III. Roll Call

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

Absent: None

Also present: Mike Shanahan; Debbie Linhart, Friends president; Matthew Suddarth, library director

IV. Approval of Agenda

Kenyon moved to approve the agenda. Hjerpe seconded.

Ayes: all present

V. New trustee Oath of Office

Secretary Tenyak-O'Connor administered the oath to Mike Shanahan who was appointed by the board at the August meeting.

VI. Consent Agenda

A. Approval of minutes of the August 14, 2019 meeting

B. Financial report

C. Approval of bills

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

Ayes: all present

VI. Communication & Correspondence

Suddarth presented an article from the DuPage County Law Bulletin mentioning the library's LTA Practicum student along with several articles about e-book purchasing and lending changes from publishers.

VII. Citizens to Speak

Linhart informed the board that the recent book and bake sale held by the Winfield Library Friends raised an estimated \$2,635 for the organization.

VIII. Reports of the Standing Committees

A. Finance

i. Tax levy – Suddarth presented a proposed tax levy. Brown moved approval of the levy with a second by Tenyak-O'Connor.

Ayes: all present

ii. Annual Report of Receipts and Disbursements

Suddarth reported that the accountants had not completed the report. It will be reviewed and approved at the October meeting.

- B. Administration & Personnel – no report.
- C. Landscape Plan committee – Suddarth reported to the board that the retaining wall reconstruction is scheduled to begin Friday, September 13. It was the consensus of the committee members present to schedule a meeting of the committee soon in order to plan the next steps of the landscape reconstruction.

IX. Library Director’s Report

Suddarth reviewed the report and noted that no a lot happens in August as staff is recovering from summer reading.

X. Old Business

- A. 50th anniversary events – The parade float was a success. The “cake” from the float is on display near the elevator in the upper level of the library. The “book case” is in the Youth Services department.
- B. Staff Library Walkthrough – the trustees reviewed the comments from the staff’s walkthrough of the building.

XI. New Business

- A. Internet policy – the board reviewed and made no changes.

XII. Other Business

Johnson asked if Suddarth could find out the results of the Wheaton Public Library’s recent community survey regarding Sunday hours. Suddarth will look into this.

XIII. Adjournment

The meeting was adjourned at 8:12 p.m.