

MINUTES
WINFIELD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

September 8, 2021, 7:30 p.m.

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

I. Opening

President Johnson called the meeting to order at 7:31 p.m.

II. Roll Call

Present: Brown, Johnson, Kenyon, Hjerpe, Bothwell, Tenyak-O'Connor, and Ables

Absent: None

Also present: Matthew Suddarth, library director

III. Approval of Agenda

Tenyak-O'Connor moved acceptance of the agenda. Ables seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell, Tenyak-O'Connor

Nays: none.

Absent: none.

IV. Consent Agenda

A. Approval of minutes of the July 14, 2021 meeting

B. Financial report

C. Approval of bills

Bothwell moved and Ables seconded the approval of the consent agenda.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell, Tenyak-O'Connor

Nays: none.

Absent: none.

V. Communication & Correspondence

None.

VI. Citizens to Speak

None.

VII. Reports of the Standing Committees

A. Finance – Tax Levy

Brown moved approval of the tax levy as presented. Ables seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell, Tenyak-O'Connor

Nays: none.

Absent: none.

B. Audit Report – The audit is not complete, this will be presented at the October meeting.

VIII. Trustee Reports

IX. Library Director's Report

Suddarth noted that the library is open full hours. He also mentioned that there are two page positions open. Finally, he met with Jamie Rachlin of Merristem Advisors regarding the possible refinancing of the library's debt certificates. The board advised him to look into this further.

X. Old Business

A. Good Old Days Parade

Johnson reviewed the plans for the parade. Suddarth mentioned that if anyone who doesn't have a library t-shirt wants one, there are still a few available. Suddarth was also asked to see if there were still bookmarks available to hand out to parade viewers.

XI. New Business

A. Policy

i. Circulation

The board reviewed the proposed changes to the policy as presented by Suddarth. Suddarth was asked to add a statement in the "Reciprocal Borrowing" section that states that Winfield patrons using other libraries through the reciprocal borrowing agreement are subject to the policies and rules of those libraries when using reciprocal borrowing privileges. The board will review the policy again at the October meeting.

ii. Notary Service

Suddarth presented a proposed policy for providing Notary Public service. After making one editing change, the board agreed to the policy as otherwise presented. Brown moved approval of the policy with the change and Ables seconded.

Ayes: Brown, Kenyon, Johnson, Ables, Hjerpe, Bothwell, Tenyak-O'Connor

Nays: none.

Absent: none.

iii. Internet Policy

The board reviewed the policy and made no changes.

XII. Other Business

- Discussions ensued regarding multiple topics.

XIII. Adjournment

The meeting was adjourned at 8:52 p.m.