

Warren-Newport Public Library District  
Lake County, Illinois  
Board of Trustees

|                                  |                    |
|----------------------------------|--------------------|
| Susan K. Niemi, President        | Nancy Jackson      |
| Nancy E. Sheldon, Vice-President | Laurie Styracula   |
| Steven J. Weinberg, Treasurer    | J. Socrates Rivers |
| Thomas J. Colwell, Secretary     |                    |

Regular Meeting  
August 19, 2008

Call to Order

President Niemi called the meeting to order at 7:01 p.m.

Trustees present: Colwell, Jackson, Niemi, Rivers, Sheldon, and Weinberg.

Trustees absent: Styracula.

Also present: Director Stephen Bero, Assistant Director Noreen Reese, Head of Technical Services Kevin Medows, Adult Programming Specialist Gail Schrader, and Recording Secretary Christine Gable.

Pledge of Allegiance

Approval of Consent Agenda for:

- a. Secretary's report: Approval of minutes as received or corrected.
  1. Regular meeting of July 15, 2008.
  2. Executive session of July 15, 2008, and that they remain closed to the public.
  3. Special meeting of July 21, 2008.
- b. Acceptance of Financial Statements for July 2008.
- c. Acceptance of the Director's Report for August 2008.
- d. Acceptance of the Patron Suggestions for July 2008.

Trustee Sheldon moved and Trustee Rivers seconded a motion to approve the Consent Agenda. The motion carried on a voice vote.

Items removed from the consent agenda, if any:

None

## President's Report

President Niemi and Trustee Sheldon attended Stories in the Park on Friday, August 8, 2008, to witness Director Bero's performance at the event. They mentioned what a great turnout it was.

## Reports of Other Trustees

Trustee Rivers met with Director Bero for his orientation as a new trustee.

Trustee Styrcula entered the meeting at 7:03 p.m.

## Correspondence, Communications, and public comments.

- a. Communication from Krystal Franklin, proprietor of K-Sweets Café. K-Sweets Café owner Krystal Franklin reflected on the 1<sup>st</sup> year as our café tenant. She stated that this past year has been about awareness of her café here at the library. She has been promoting K-Sweets Café with an appearance on WXLC 102.3 radio station and through advertising with Head of Communications Jan Marsh. Her Café is also the sponsor for Lake County Warriors team. Her menu has expanded, and K-Sweets Café offers delivery. She looks forward to another successful year.
- b. Report from Unique Management Services  
Director Bero reviewed with the board their standard quarterly report. The UMS report shows that there are more bankruptcy cases which wipe out the patrons monetary amounts and make collection more difficult.
- c. Recognition of visitors and public comments  
President Niemi commended the Relay Team for the wonderful job they did.

## Treasurer's Report

Trustee Weinberg moved and Trustee Jackson seconded that the bills payable for August 2008 and payroll for July 2008 be approved for payment. The motion carried on a roll-call vote as follows.

Ayes: Weinberg, Jackson, Rivers, Styrcula, Colwell, Sheldon, Niemi

Nays: None

Abstain: None

Absent: None

## Reports of Standing Committees

Finance - Meeting of August 14, 2008

Trustee Colwell gave an oral update of the written report.

Personnel - No Meeting

Policy – Meeting of August 4, 2008

Trustee Sheldon gave an oral update of the written report.

Building & Grounds – Meeting of August 14, 2008

Trustee Styrcula gave an oral update of the written report.

Progress report on the long-range plan

Director Bero will give a report at next's month board meeting.

New Business

Subject: Engagement of consulting firm for community survey

The board members will go through the proposal and relay any suggestions to Director Bero. President Niemi and Trustees Sheldon and Rivers will attend the Survey Committee meeting to review proposed questions on Tuesday, September 2, 2008, at 7:00 p.m. Larry Hammond and Ruth Campbell from Donna Fletcher Consulting, Inc. were in attendance to answer any questions the trustees might have.

Trustee Colwell moved and Trustee Rivers seconded that the board engage Donna Fletcher Consulting, Inc. to assist in conducting a community survey. The motion carried on a roll-call vote as follows.

Ayes: Jackson, Rivers, Styrcula, Colwell, Sheldon, Niemi, Weinberg.

Nays: None

Abstain: None

Absent: None

Subject: Ordinance 2008/2009-2: Tentative Budget and Appropriations for fiscal year 2008-2009

Trustee Sheldon moved and Trustee Colwell seconded that the board adopt Ordinance 2008/2009-2, Tentative Budget and Appropriations for Fiscal Year 2008-2009. The motion carried on a roll-call vote as follows.

Ayes: Weinberg, Jackson, Rivers, Styrcula, Colwell, Sheldon, Niemi.

Nays: None

Abstain: None

Absent: None

Subject: Setting public hearing for annual budget and appropriations

Trustee Sheldon moved and Trustee Weinberg seconded that the public hearing for the annual budget and appropriations be set for Monday, September 22, 2008, at 7:00 p.m. in the Conference Room. The motion carried on a voice vote.

Subject: Filing of IPLAR

The board commends those who compiled the report.

Trustee Colwell moved and Trustee Rivers seconded that the Illinois Public Library Annual Report for fiscal year ended June 30, 2008, be accepted for filing. The motion carried on a roll-call vote as follows.

Ayes: Weinberg, Jackson, Rivers, Styracula, Colwell, Sheldon, Niemi.

Nays: None

Abstain: None

Absent: None

Subject: Illinois Per Capita Grant FY2009 requirements

#### Review of Freedom of Information Act

Because of time constraints, Director Bero recommended putting this on next's month agenda.

Trustee Sheldon moved and Trustee Colwell seconded a motion to put the Review of Freedom of Information Act on next month's agenda. The motion carried on a voice vote.

#### Review of Open Meetings Act

#### Review of Ethics Statement

An informational video presentation from NSLS was shown explaining The Open Meetings Act and the Model Ethics Ordinance.

Subject: Destruction of verbatim recordings of closed sessions

Trustee Colwell moved and Trustee Sheldon seconded that the verbatim recordings of closed session prior to January 2007 be destroyed. The motion carried on a roll-call vote as follows.

Ayes: Weinberg, Jackson, Rivers, Styracula, Colwell, Sheldon, Niemi.

Nays: None

Abstain: None

Absent: None

Subject: Policy Work – Revision to the Display and Literature Distribution Policy, second reading.

Trustee Sheldon would like to change the wording in Section IV #9 to read: “In the case of an exhibition by a group, e.g., a school class or a scout troop, a representative of the group may sign the Form & Waiver to cover all of the items in the group display.”

Trustee Sheldon moved and Trustee Styrcula seconded that the revision to the Display and Literature Distribution Policy be adopted as amended. The motion carried on a roll-call vote as follows.

Ayes: Weinberg, Jackson, Rivers, Styrcula, Colwell, Sheldon, Niemi.

Nays: None

Abstain: None

Absent: None

Public Forum

No comments.

Executive Session

Trustee Sheldon moved and Trustee Rivers seconded that the board move into executive session to consider probable litigation and that Director Bero be invited to the session. The motion carried on a roll-call vote as follows.

Ayes: Weinberg, Jackson, Rivers, Styrcula, Colwell, Sheldon, Niemi.

Nays: None

Abstain: None

Absent: None

The board adjourned to executive session at 8:53 p.m.

Reconvene in Open Session

The board reconvened in open session at 9:20 p.m.

Announcements

1. By the chair
  - a. Communications to the public

- b. Upcoming calendar
  - i. Next regular board meeting: September 16, 2008, 7:00 p.m.
  - ii. Public hearing for the annual budget and appropriations: September 22, 2008, 7:00 p.m.
  - iii. Special board meeting to adopt annual budget and appropriations: September 22, 2008, 7:15 p.m.
  - iv. Next committee meetings
    - Survey Committee: September 2, 2008, 7:00 p.m.
    - Policy Committee: September 8, 2008, 7:00 p.m.
    - Building and Grounds Committee: September 11, 2008, 7:00 p.m.
    - Finance Committee: September 11, 2008, 8:00 p.m.
  - v. Other dates
    - Intergovernmental Picnic: August 21, 2008

2. By other trustees or the director

Trustee Styracula reported on her ongoing trustee training. She took courses on LibraryU online and received CPDU credit for them.

Adjournment

Trustee Colwell moved and Trustee Sheldon seconded that the meeting be adjourned. The motion carried on a voice vote.

President Niemi adjourned the meeting at 9:30 p.m.

Respectfully submitted,

Tom Colwell  
Secretary

Christine Gable  
Recording Secretary