

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

July 20, 2010

7:00 PM

Conference Room

### AGENDA

- I. Call to order, roll call, and determination of quorum
- II. Pledge of Allegiance
- III. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION
  - a. Secretary's report: Approval of minutes as received or corrected  
Regular meeting of June 22, 2010
  - b. Financial statements for June 2010.
  - c. Library Director's report for July 2010.
  - d. Patron suggestions for June 2010.
  - e. Approval of developer donation agreements (if any).

RESOLVED, THAT THE CONSENT AGENDA BE APPROVED  
AS PRESENTED.
- IV. Item(s) removed from consent agenda, if any. ACTION
- V. President's report. INFORMATION
- VI. Reports of other trustees. INFORMATION
- VII. Correspondence, communications, and public comments. INFORMATION
  - a. Written:
    - i. Memoranda from attorney Roger Ritzman.
    - ii. Other.
  - b. Public comments  
*Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes per item at the discretion of the President not to exceed a total of twenty minutes.*
- VIII. Approval of bills payable and payrolls. ACTION

RESOLVED, THAT THE BILLS PAYABLE FOR JULY 2010  
AND PAYROLLS FOR JUNE 2010 BE APPROVED FOR  
PAYMENT.
- IX. Reports of the standing committees. INFORMATION
  - a. Policy—Meeting of July 13, 2010.
  - b. Building & Grounds— Meeting of July 8, 2010.
  - c. Finance—Meeting of July 15, 2010.
  - d. Personnel—Meeting of July 13, 2010.

- e. Trustee Development—Meeting of July 15, 2010.
- X. Progress report on the long-range plan. INFORMATION
- XI. New business
  - a. Executive session to consider the setting of a price for lease of property owned by the public body [5 ILCS 120/2.(c)(6)], if needed. ACTION  
RESOLVED, THAT THE BOARD ENTER INTO EXECUTIVE SESSION TO CONSIDER THE SETTING OF A PRICE FOR LEASE OF PROPERTY OWNED BY THE LIBRARY DISTRICT.
  - b. Action as a result of considering the setting of a price for lease of property owned by the public body, if any. ACTION
  - c. Building project: Presentation of interior design by architects. INFORMATION
  - d. Semi-annual review of minutes of closed sessions. ACTION  
RESOLVED, THAT THE FOLLOWING MINUTES OF CLOSED SESSIONS BE OPENED TO THE PUBLIC (IF ANY).
  - e. Ordinance 2010/2011-1: Determining to levy a tax of 0.02% of Taxable Property for Certain Purposes (Building, Sites, & Maintenance levy). ACTION  
RESOLVED, THAT ORDINANCE 2010/2011-1 BE ADOPTED.
  - f. Working budget for fiscal year 2009-2010. ACTION  
RESOLVED, THAT THE WORKING BUDGET FOR FISCAL YEAR 2010-2011 BE ADOPTED.
  - g. Trustee development: Planning for technology training in September 2010. ACTION
  - h. Groundbreaking ceremony. ACTION
  - i. Disposition of the piano. ACTION  
RESOLVED, THAT THE BOARD AUTHORIZE THE LIBRARY DIRECTOR TO SELL THE PIANO.
  - j. Policy work
    - i. Revisions to Staff Manual.
      - 1. New Personnel Policy 606: Military Family Leave, first reading. INFORMATION AND ACTION
      - 2. Revision to Personnel Policy 724: Respectful Workplace, first reading. INFORMATION AND ACTION

ii. Revision to Board Policy 3001: Access to Materials, first reading.  
INFORMATION

XII. Public forum

*Visitors who wish to address the Board at this time are asked to introduce themselves. This item on the agenda will take no more than 15 minutes. The President of the Board will divide this 15-minute segment by the number of persons who have requested to speak to the Board to determine the amount of time allotted to each person. The President will then call on those people one at a time to stand and address the Board for no more than the allotted time.*

XIII. Announcements

a. By the chair

i. Communications to the public

ii. Upcoming calendar

1. Next regular board meeting: Tuesday, August 17, 2010,  
7:00 p.m.

2. Next committee meetings

a. Finance

b. Personnel—Monday, August 2, 2010

c. Policy—Monday, August 2, 2010

d. Building and Grounds

e. Trustee Development

3. Other dates

a. Trustee Appreciation Dinner, Saluto's Restaurant,  
Gurnee—Friday, July 30, 2010, 6:30 p.m.

b. Lake County Fair—Saturday, July 31, 2010, 10:00  
a.m. – 10:00 p.m.

c. Annual Intergovernmental Picnic, Gurnee Park  
District, Viking Park—Thursday, August 5, 2010,  
6:00 p.m.

d. Gurnee Days Dinner—Thursday, August 12, 2010,  
Midlane Country Club.

e. Gurnee Days—Friday, August 13 – Sunday, August  
15, 2010. Parade on Sunday.

f. Illinois Library Association Annual Conference—  
Tuesday, September 28 – Thursday, September 30,  
2010, Chicago

b. By other trustees or the director

XIV. Adjournment. ACTION

RESOLVED, THAT THE MEETING BE ADJOURNED.