

The Warren-Newport Public Library District provides the community with access to information, kindles the imagination of children and adults, and supports lifelong learning.— Mission statement approved by the Board of Trustees, December 13, 2005

Warren Newport Public Library

Board of Trustees

Public Hearing: Budget & Appropriations for Fiscal Year 2010-2011

September 21, 2010 6:45 PM

McCullough Room

Regular Meeting

September 21, 2010 7:00 PM

**or immediately following the Budget & Appropriations hearing
McCullough 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
 - i. Regular meeting of August 17, 2010
 - ii. Special meeting of September 11, 2010
 - iii. Executive session of July 20, 2010, to remain closed.
 - b. Financial statements for August 2010.
 - c. Library Director's report for September 2010.
 - d. Patron suggestions for August 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 SEPTEMBER 2010 AND PAYROLLS FOR AUGUST 2010 BE APPROVED FOR PAYMENT.

IX. Reports of the standing committees. INFORMATION

- a. Policy—Meeting of September 13, 2010.
- b. Building & Grounds— Meeting of September 16, 2010.
- c. Finance—Meeting of September 16, 2010.
- d. Personnel—Meeting of September 13, 2010.
- e. Trustee Development—No meeting.

X. Progress report on the long-range plan. INFORMATION

XI. New business

- a. Building project: Bid update. INFORMATION
- b. Amendment to agreement with architects. ACTION

RESOLVED, THAT AMENDMENT #4 TO THE AGREEMENT WITH NAGLE HARTRAY DANKER KAGAN MCKAY PENNEY ARCHITECTS LTD FOR ENGAGEMENT OF A SIGN CONSULTANT BE APPROVED.

- c. Ordinance 2010/2011-3: Annual Budget and Appropriations. ACTION

RESOLVED, THAT THE BOARD ADOPT ORDINANCE 2010/2011-3, BUDGET AND APPROPRIATIONS FOR FISCAL YEAR 2010-2011.

- d. Resolution 2010/2011-1 proclaiming October 2010 Healthy Communities Healthy Youth “Let’s Talk” Month. ACTION

RESOLVED, THAT THE BOARD ADOPT RESOLUTION 2010/2011-1 PROCLAIMING OCTOBER 2010 HEALTHY COMMUNITIES HEALTHY YOUTH “LET’S TALK” MONTH.

- e. Resolution 2010/2011-2 Proclamation for National Friends of the Library Week. ACTION

RESOLVED, THAT RESOLUTION 2010/2011-2 PROCLAMATION FOR NATIONAL FRIENDS OF THE LIBRARY WEEK BE ADOPTED.

- f. Trustee development: Presentation by Kristin Arnold on the new AWE early literacy station for children. INFORMATION

- g. Requirements for the Per Capita Grant application for fiscal year 2011.
INFORMATION AND ACTION

i. Identification of impacts on the board, staff, or library users of the prioritized chapters of *Serving Our Public 2.0*.

- h. Policy work: Staff Manual. ACTION

1. Revision to Personnel Policy 512 Business Travel Expenses
2. Revision to Personnel Policy 705 Personal Appearance

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. Special board meeting to award construction contracts: Tuesday, October 12, 2010, 7:00 p.m.
 2. Next regular board meeting: Tuesday, October 19, 2010, 7:00 p.m.
 3. Next committee meetings
 - a. Finance—TBD
 - b. Personnel—TBD
 - c. Policy— TBD
 - d. Building and Grounds—Thursday, October 7, 2010, 7:00 p.m.
 - e. Trustee Development—TBD
 4. Other dates
 - a. 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.