

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

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

Regular Meeting
June 22, 2010

Call to Order

President Niemi called the meeting to order at 7:04 p.m.

Trustees present: Colwell, Friedman, Jackson, Niemi, Sheldon, Styracula, and Weinberg.

Trustees absent: None.

Also present: Director Stephen Bero; Recording Secretary Mary Thacker; WNPL staff members Kristin Arnold, Jan Marsh, and Paula Pena; Don McKay, Julianne Scherer, and Monica Gruse-Hartman of Nagle Hartray Architects; Jim Dyer of Berglund Construction; and district resident Patricia Greedan.

Pledge of Allegiance

President Niemi led those present in the Pledge of Allegiance.

Approval of Consent Agenda for:

- a) Secretary's Report: Approval of minutes as received or corrected:
 - i. Regular meeting of May 18, 2010, as received
- b) Acceptance of Financial Statements for May 2010
- c) Acceptance of the Director's Report for June 2010
- d) Acceptance of the Patron Suggestions for May 2010
- e) Approval of developer donation agreements (if any)

As there were no developer donation agreements, Trustee Colwell moved and Trustee Jackson seconded a motion to approve Items (a) through (d) of the Consent Agenda. The motion carried unanimously on a roll-call vote as follows:
Ayes: Colwell, Friedman, Jackson, Niemi, Sheldon, Styracula, and Weinberg

President's Report

President Niemi attended the Building and Grounds Committee and Personnel Committee meetings this month, and those reports will be discussed later in the meeting.

Reports of Other Trustees

Trustee Styracula attended the NSLS Board meeting on June 21, 2010, which was the last meeting of the outgoing Board. Existing money along with payments from participating libraries will allow van delivery to continue through the end of September. The NSLS Board hopes to receive an LSTA grant which would get them from October through January 2011. The NSLS Board agreed unanimously to a non-binding Letter of Intent to combine with five other library systems in Illinois. Director Bero distributed the latest email news from NSLS.

Correspondence, communications, and public comments.

a. Written:

- i. Memoranda from attorney Roger Ritzman.**
 - a) Banning Sex Offenders from Public Libraries**
- ii. Other**

Jan Marsh informed the Board that the Lake County libraries will have a booth at the Lake County Fair, and WNPL has been assigned Saturday, July 31, 2010, from 10 a.m. to 10 p.m. Volunteers are need for four-hour shifts.

b. Recognition of visitors and public comments

None

Treasurer's Report

Trustee Weinberg moved and Trustee Friedman seconded a motion that the bills payable for June 2010 and payrolls for May 2010 be approved for payment. The motion carried unanimously on a roll-call vote as follows:
Ayes: Colwell, Friedman, Jackson, Niemi, Sheldon, Styracula, and Weinberg

Reports of Standing Committees

Policy Committee – There was no meeting in June.

Building & Grounds Meeting of June 10, 2010

Trustee Styracula provided an oral update of the Building and Grounds Committee report.

Finance Meeting of June 15, 2010

Trustee Friedman read aloud his written report of the Finance Committee meeting. Trustee Sheldon requested that Item 5.a. of the report be

corrected to reflect the fact that no Trustee has a key to the safe deposit box; the key is in the library's Administration department safe.

Personnel Meeting of May 25, 2010

President Niemi provided an oral update of the Personnel Committee report.

Trustee Development Committee – There was no meeting in June.

Progress Report on the long-range plan

Director Bero stated we are in the midst of the building project and fund raising efforts.

New Business

a. Update on Building Program

Following presentations by Don McKay and Jim Berglund, the Board reviewed samples for the lobby area. The Board reached consensus on the red/cherry wood theme for the interior of the new lobby.

Trustee Styracula then moved and Trustee Friedman seconded a motion that the Design Development as submitted by Nagle Hartray with Budget by Berglund Construction be approved. The motion carried unanimously on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Sheldon, Styracula, and Weinberg

b. Ordinance 2009/2010-9: Annual meeting schedule for fiscal year 2010-2011

Trustee Sheldon moved and Trustee Weinberg seconded a motion that Ordinance 2009/2010-9, Annual Regular Board Meeting Schedule for Fiscal Year 2010-2011 be adopted as amended. The motion carried unanimously on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Sheldon, Styracula, and Weinberg

c. Ordinance 2009/2010-10: Prevailing Wage Rate for Fiscal Year 2010-2011

Trustee Friedman moved and Trustee Colwell seconded a motion that Ordinance 2009/2010-10, Prevailing Wage Rate for Fiscal Year 2010-2011 be adopted. The motion carried unanimously on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Sheldon, Styracula, and Weinberg

d. Ordinance 2009/2010-11: Transfer to the Special Reserve Fund

As discussed in the Finance Committee report, Trustee Sheldon moved and Trustee Friedman seconded a motion that Ordinance 2009/2010-11,

transferring \$100,000 from the General Operating Fund to the Special Reserve Fund be adopted. The motion carried unanimously on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Sheldon, Styracula, and Weinberg

e. Safe Deposit Box at Fifth Third Bank

Trustee Friedman moved and Trustee Jackson seconded a motion that President Susan Niemi, Vice President Tom Colwell, Secretary Nancy Sheldon, Treasurer Steven Weinberg, and Library Director Stephen Bero be signers on the safety deposit box at Fifth Third Bank, Gurnee, and that all other signers be removed, with the stipulation that for the box to be accessed any two signers must be present. The motion carried unanimously on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Sheldon, Styracula, and Weinberg

f. Budget for Fiscal Year 2010-2011: First Draft

Director Bero presented the first draft of the budget for Fiscal Year 2010-2011 and will have the final budget for the July Board meeting.

g. Policy Work: Access to Materials

Trustee Sheldon suggested that all trustees should familiarize themselves with the entire contents of the Access to Materials Policy, as it contains various restatements of ALA positions. It is incumbent upon the Board to ensure agreement with those positions for them to be included as part of the policy.

Public Forum – None.

Announcements

- a. By the chair:
 - i. Communications to the public – None.
 - ii. Upcoming calendar
 1. Next regular Board meeting: Tuesday, July 20, 2010, 7:00 p.m.
 2. Next Committee meetings:
 - a. Finance – Thursday, July 15, 2010, 8:00 p.m.
 - b. Personnel – Tuesday, July 13, 2010, 6:00 p.m.
 - c. Policy – Tuesday, July 13, 2010, 7:00 p.m.
 - d. Building and Grounds – Thursday, July 8, 2010, 7:00 p.m.
 - e. Trustee Development – Thursday, July 15, 2010, 7:00 p.m.
 3. Other dates:
 - a. “Sneak Peek” of the Cook Memorial Aspen Drive Library – Thursday, July 8, 2010, 6:00 p.m. Grand opening to the public on Saturday, July 10, 2010.

- b. Trustee Appreciation Dinner – Friday, July 30, 2010, 6:30 p.m., Saluto’s Restaurant, Gurnee
- c. Lake County Fair, Lake County Libraries Booth, WNPL responsibility Saturday, July 31, 2010, 10 AM to 10 PM.
- d. Intergovernmental Picnic – Thursday, August 5, 2010, 6:00 p.m., Viking Park, Gurnee
- e. ILA Annual Conference – Wednesday and Thursday, September 29-30, 2010, Navy Pier, Chicago. Trustee Day is Thursday, September 30, 2010.

Trustee Weinberg exited the meeting at 9:42 p.m.

Adjournment

Trustee Sheldon moved and Trustee Colwell seconded the motion to adjourn the regular meeting. The motion carried on a voice vote.

President Niemi adjourned the meeting at 9:44 p.m.

Respectfully submitted,

Nancy E. Sheldon
Secretary

Mary Ann Thacker
Recording Secretary