

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

February 15, 2011

7:00 PM

Lobby Meeting 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 January 18, 2011
    - ii. Executive session of January 18, 2011
    - iii. Special meeting of January 27, 2011
  - b. Financial statements for January 2011.
  - c. Library Director's report for February 2011.
  - d. Patron suggestions for January 2011.
  - 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
  - a. RESOLVED, THAT THE BILLS PAYABLE FOR FEBRUARY 2011 AND PAYROLLS FOR JANUARY 2011 BE APPROVED FOR PAYMENT.
  - b. RESOLVED, THAT THE BOARD APPROVE THE PAYMENT OF APPLICATION #3 INVOICE #51011 FOR A TOTAL OF \$223,287.22 (223 THOUSAND 287 DOLLARS AND 22 CENTS) TO THE

BERGLUND CONSTRUCTION COMPANY FOR CONSTRUCTION  
RELATED EXPENSES INCURRED THROUGH JANUARY 31, 2011.

- IX. Reports of the standing committees. INFORMATION
- a. Policy—Meeting of January 31.
  - b. Building & Grounds—Meeting of February 8.
  - c. Finance—No meeting.
  - d. Personnel— Meeting of January 31.
  - e. Trustee Development—Meeting of February 7.
- X. Progress report on the long-range plan. INFORMATION
- Fundraising update
- XI. New business
- a. Building project: Update. INFORMATION
  - b. Celebrating milestones in the building project: Topping off and rededication of the Storytime Room. INFORMATION AND POSSIBLE ACTION
  - c. Amendment to Bylaws: Revisions to Article 6, including incorporation of the Trustee Development Committee as a standing committee; first reading. ACTION
- XII. Unfinished business: Policy work
- a. Revision to Personnel Policy 303 Vacation Benefits. ACTION
  - b. Policy 3001 Access to Materials: Modifications to ALA statements. ACTION
- XIII. 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.*
- XIV. Executive session to consider probable litigation [5 ILCS 120/2.(c)(11)], if needed. ACTION

RESOLVED, THAT THE BOARD ENTER INTO EXECUTIVE  
SESSION TO CONSIDER PROBABLE LITIGATION.

- XV. Action as a result of considering probable litigation, if any. ACTION
- XVI. Executive session to consider the performance of a specific employee [5 ILCS 120/2.(c)(1)], if needed. ACTION

RESOLVED, THAT THE BOARD ENTER INTO EXECUTIVE  
SESSION TO CONSIDER THE PERFORMANCE OF THE  
LIBRARY DIRECTOR.

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[www.wnpl.info](http://www.wnpl.info)

*Individuals requiring special accommodations as specified by the American with Disabilities Act are requested to notify the Library Director at 847-244-5150 ext.3101 at least 48 hours in advance of this meeting date.*

XVII. Action as a result of considering the performance of a specific employee, if any. ACTION

XVIII. Announcements

a. By the chair

i. Communications to the public

ii. Upcoming calendar

1. Next regular board meeting: Tuesday, March 15, 2011,  
7:00 p.m.

2. Next committee meetings

a. Finance—TBD

b. Personnel—Monday, February 28, 2011.

c. Policy—TBD

d. Building and Grounds—TBD

e. Trustee Development—TBD

3. Other dates

a. ILA Legislative Breakfast, Monday, February 21,  
2011, Arboretum Club, Buffalo Grove

b. ILA Trustee Forum Workshop, Saturday, February  
26, 2011, Lisle

c. Consolidated election, Tuesday, April 5, 2011.

d. LACONI Annual Trustee Banquet, Friday, April  
15, 2011, Cantigny

b. By other trustees or the director

XIX. Adjournment. ACTION

RESOLVED, THAT THE MEETING BE ADJOURNED.