

Warren Newport Public Library

Board of Trustees

Regular Meeting

March 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 February 15, 2011
 - ii. Executive session of February 15, 2011
 - b. Financial statements for February 2011.
 - c. Library Director's report for March 2011.
 - d. Patron suggestions for February 2011.
 - e. Approval of developer donation agreements:
Thomas & Thomas

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
 - a. ILA Legislative Breakfast, Monday, February 21, 2011.
 - b. ILA Trustee Forum Workshop, Saturday, February 26, 2011.
- 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 MARCH 2011 AND PAYROLLS FOR FEBRUARY 2011 BE APPROVED FOR PAYMENT.

- b. RESOLVED, THAT THE BOARD APPROVE THE PAYMENT OF APPLICATION #4 INVOICE #51022 FOR A TOTAL OF \$326,384.55 (THREE HUNDRED TWENTY-SIX THOUSAND, THREE HUNDRED EIGHTY-FOUR DOLLARS AND FIFTY-FIVE CENTS) TO THE BERGLUND CONSTRUCTION COMPANY FOR CONSTRUCTION RELATED EXPENSES INCURRED THROUGH FEBRUARY 28, 2011.
- IX. Reports of the standing committees. INFORMATION
 - a. Policy—Meeting of February 28.
 - b. Building & Grounds—Meeting of March 8.
 - c. Finance—Meeting of March 8.
 - d. Personnel— Meeting of February 28.
 - e. Trustee Development—Meeting of March 7.
- X. Progress report on the long-range plan. INFORMATION
 - Fundraising update
- XI. New business
 - a. Building project: Update. INFORMATION
 - b. Approval of Owner Change Order #2 in the amount of \$49,375.12. ACTION
 - c. Celebrating milestones in the building project: Topping off and rededication of the Storytime Room. INFORMATION AND POSSIBLE ACTION
 - i. Topping off ceremony. (Adjournment to construction site)
 - ii. Rescheduling rededication of the Storytime Room.
 - d. New Policy 4040 Identity Protection, first reading. ACTION
 - e. Approval of board self-evaluation instrument. ACTION
- XII. Unfinished business: Policy work
 - a. Revision to Personnel Policy 303 Vacation Benefits. ACTION
 - b. Policy 1001 Bylaws: Amendment to Article 6. 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

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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 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.

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

- XVI. Announcements

- a. By the chair

i. Communications to the public

ii. Upcoming calendar

1. Next regular board meeting: Monday, April 18, 2011, 7:00 p.m.

2. Next committee meetings

a. Finance—TBD

b. Personnel—TBD.

c. Policy—Monday, April 4, 2011, 7:00 p.m.

d. Building and Grounds—TBD

e. Trustee Development—TBD

3. Other dates

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

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

- b. By other trustees or the director

- XVII. Adjournment. ACTION

RESOLVED, THAT THE MEETING BE ADJOURNED.