

Warren Newport Public Library

Board of Trustees

Regular Meeting

April 18, 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 March 15, 2011
 - ii. Executive session of March 15, 2011
 - b. Financial statements for March 2011.
 - c. Library Director's report for April 2011.
 - d. Patron suggestions for March 2011.
 - e. Approval of developer donation agreements:
Hunt Club Development LLC

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. Grand Opening of the Fountaindale Public Library, March 25, 2011.
 - b. LACONI Annual Trustee Banquet, Friday, April 15, 2011, Cantigny
- 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 APRIL 2011 AND PAYROLLS FOR MARCH 2011 BE APPROVED FOR PAYMENT.**

- b. RESOLVED, THAT THE BOARD APPROVE THE PAYMENT OF APPLICATION #5 INVOICE #51037 FOR A TOTAL OF \$603,413.58 (603 THOUSAND, 413 DOLLARS AND 58 CENTS) TO THE BERGLUND CONSTRUCTION COMPANY FOR CONSTRUCTION RELATED EXPENSES INCURRED THROUGH MARCH 31, 2011.
- IX. Reports of the standing committees. INFORMATION
 - a. Policy—Meeting of April 4.
 - b. Building & Grounds—Meeting of April 14.
 - c. Finance—Meeting of April 14.
 - d. Personnel— No meeting.
 - e. Trustee Development—Meeting of April 11.
- X. Progress report on the long-range plan. INFORMATION
 - Fundraising update
- XI. Unfinished business
- XII. New business
 - a. Building project
 - i. Project update. INFORMATION
 - ii. Additions to project:
 - 1. Alternate #2: Replacement of lighting in east wing. ACTION
 - 2. Replacement of carpet in front lobby with rubber flooring. ACTION
 - iii. Closing the library May 16-20 for the start of Phase II of construction. ACTION
 - iv. Approval of Change Order 9901. ACTION
 - b. Rescheduling regular board meeting in May because of closing. ACTION
 - c. Celebrating milestones in the building project: Rededication of the Storytime Room. INFORMATION AND POSSIBLE ACTION
 - d. Policy work. ACTION
 - i. New Policy 1007 E-mail Communication Among the Board, first reading. ACTION
 - e. Discussion on election of new board officers at May meeting. INFORMATION AND POSSIBLE ACTION
 - f. Board self-evaluation. INFORMATION

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. Announcements

a. By the chair

i. Communications to the public

ii. Upcoming calendar

1. Next regular board meeting: Tuesday, May 17, 2011, 7:00 p.m.

2. Next committee meetings

a. Finance—TBD

b. Personnel—TBD.

c. Policy—TBD

d. Building and Grounds—TBD

e. Trustee Development—TBD

3. Other dates

a. Lake County Bar Association Local Government Presentation, April 29, 2011

b. Trustee Training by Sarah Long of Dominican University, Saturday, June 4, 2011

b. By other trustees or the director

XV. Adjournment. ACTION

RESOLVED, THAT THE MEETING BE ADJOURNED.