

Warren Newport Public Library

Board of Trustees

Regular Meeting

July 19, 2011

7:00 PM

Lobby Meeting Room

AGENDA

- I. Call to order, roll call, and determination of quorum
- II. Pledge of Allegiance
- III. Reading of the Mission Statement
- IV. 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 June 21, 2011
 - ii. Executive session of June 21, 2011
 - b. Financial statements for June 2011.
 - c. Library Director's report for July 2011.
 - d. Patron suggestions for June 2011.
 - e. Approval of developer donation agreements (if any).

RESOLVED, THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.
- V. Item(s) removed from consent agenda, if any. ACTION
- VI. President's report. INFORMATION
- VII. Reports of other trustees. INFORMATION
- VIII. 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.
- IX. Approval of bills payable and payrolls. ACTION
 - a. RESOLVED, THAT THE BILLS PAYABLE FOR JULY 2011 AND PAYROLLS FOR JUNE 2011 BE APPROVED FOR PAYMENT.
 - b. RESOLVED, THAT THE BOARD APPROVE THE PAYMENT OF APPLICATION #8 INVOICE #51076 FOR A TOTAL OF \$707,564.67

(SEVEN HUNDRED SEVEN THOUSAND, FIVE HUNDRED, SIXTY-FOUR DOLLARS AND SIXTY-SEVEN CENTS) TO THE BERGLUND CONSTRUCTION COMPANY FOR CONSTRUCTION RELATED EXPENSES INCURRED THROUGH JUNE 30, 2011.

- X. Reports of the standing committees. INFORMATION
 - a. Policy—Meeting of July 11, 2011.
 - b. Building & Grounds— Meeting of July 14, 2011.
 - c. Finance—Meeting of July 14, 2011.
 - d. Personnel—Meeting of July 5, 2011.
 - e. Trustee Development—Meeting of July 11, 2011.
- XI. Appointment to Finance Committee
- XII. Fundraising report. INFORMATION
- XIII. New business
 - a. Building project update. INFORMATION
 - b. Closing the library for construction September. ACTION
 - c. Working budget for fiscal year 2011-2012. ACTION

RESOLVED, THAT THE WORKING BUDGET FOR FISCAL YEAR 2011-2012 BE ADOPTED.
 - d. Ordinance 2011/2012-1: Determining to levy a tax of 0.02% of Taxable Property for Certain Purposes (Building, Sites, & Maintenance levy). ACTION

RESOLVED, THAT ORDINANCE 2011/2012-1 BE ADOPTED.
 - e. Ordinance 2011/2012-2: Tentative Annual Budget and Appropriations. ACTION

RESOLVED, THAT THE BOARD ADOPT ORDINANCE 2011/2012-2, TENTATIVE BUDGET AND APPROPRIATIONS FOR FISCAL YEAR 2011-2012.
 - f. Setting the public hearing for the annual budget and appropriations. ACTION

RESOLVED, THAT THE PUBLIC HEARING FOR THE ANNUAL BUDGET & APPROPRIATIONS BE SET FOR TUESDAY, SEPTEMBER 20, 2011, AT 6:45 P.M. IN THE CONFERENCE ROOM
 - g. Progress report on the long-range plan. INFORMATION
 - i. Review of previous two plans.
 - ii. Planning the next plan.

h. Policy work:

- i. New Policy 3053 Study Rooms, second reading. ACTION
- ii. Modifications to the Order of Business (regular meeting agenda) in the Bylaws. INFORMATION AND POSSIBLE ACTION

i. Rescheduling of regular board meeting August 2011. ACTION

XIV. 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.

XV. 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.

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

XVII. Announcements

a. By the chair

- i. Communications to the public
- ii. Upcoming calendar
 - 1. Next regular board meeting: August [TBD], 2011
 - 2. Next committee meetings
 - a. Finance
 - b. Personnel
 - c. Policy
 - d. Building and Grounds
 - e. Trustee Development
 - 3. Other dates
 - a. Gurnee Days Parade: Sunday, August 14th, 2011.
 - b. Intergovernmental Picnic TBD, Warren Township Center.

b. By other trustees or the director

XVIII. Adjournment. ACTION

RESOLVED, THAT THE MEETING BE ADJOURNED.