

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

Laurie Styracula, President	Robert H. Diehl, Sr.
Mary Ann Bretzlauf, Vice-President	Ronald J. Friedman
Steven J. Weinberg, Treasurer	Nancy Jackson
Jo Beckwith, Secretary	

**Regular Meeting
May 17, 2011**

Call to Order

President Niemi called the meeting to order at 7:00 p.m.

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

Trustees absent: None

Also present: Director Stephen Bero; Recording Secretary Mary Thacker; Trustees-Elect Jo Beckwith, Mary Ann Bretzlauf, Robert Diehl Sr.; WNPL staff members Janet Colwell, Amanda Margis, Jan Marsh, Noreen Reese, and Doug Wideburg; District residents Andrew Beckwith, Tom Beckwith, Carolyn Diehl, Mike Diehl, and Vincent Niemi; Anthony Rosignolo of Berglund Construction; and Donald McKay of Nagle Hartray Architects.

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 April 18, 2011
- b) Acceptance of Financial Statements for April 2011
- c) Acceptance of the Director's Report for May 2011
- d) Acceptance of the Patron Suggestions for April 2011
- e) Approval of developer donation agreements (if any)

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

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

President's Report

President Niemi reported on attending the Volunteer Luncheon with Trustees Colwell, Jackson, and Styracula. President Niemi also thanked the Board for their contributions in making WNPL being a better place than it was six years ago. She advised the Trustees to do their homework, ask questions, and always respect each other.

Reports of Other Trustees – None.

Correspondence, Communications, and Public Comments

a. Written:

- i. From Lake County Clerk: Abstract of votes in Consolidated Election of April 5, 2011**
- ii. Memoranda from attorney Roger Ritzman**
Chronology for annual financial ordinances, 2011-2012 Fiscal Year.
- iii. Other**
Poster of monthly activities at WNPL for April and May 2011.

b. Recognition of visitors and public comments

None

Swearing in of Trustees Elected April 5, 2011, by the Secretary

Secretary Sheldon administered the Oath of Office to Jo Beckwith, Mary Ann Bretzlauf, and Robert Diehl, Sr.

Adjournment *sine die*

Trustee Sheldon moved and Trustee Colwell seconded that the board adjourn *sine die*. The motion carried on a voice vote.

President Niemi adjourned the meeting *sine die* at 7:08 p.m.

Seating of the New Board: Call to Order

Election of President Pro Tempore

Trustee Friedman nominated Trustee Weinberg to act as president pro tempore. The motion passed on a voice vote.

Election of Secretary Pro Tempore

Trustee Beckwith nominated Trustee Friedman to act as secretary pro tempore. The motion passed on a voice vote.

Call to Order, Roll Call, and Determination of Quorum

President pro tempore Weinberg called the meeting to order at 7:11 p.m.

Trustees present: Beckwith, Bretzlauf, Diehl, Friedman, Jackson, Styracula, and Weinberg

Trustees absent: None

Election of Officers

Trustee Weinberg opened the nominations for officers.

Trustee Beckwith nominated Trustee Styracula for President. Trustee Friedman nominated Trustee Friedman for President. There being no further nominations for President, Trustee Weinberg conducted the election. Trustee Styracula was elected President on a roll call vote as follows:

Styracula: Beckwith, Bretzlauf, Diehl, Jackson, Styracula, Weinberg

Friedman: Friedman

Trustee Friedman nominated Trustee Bretzlauf for Vice President. There being no further nominations for Vice President, President Styracula conducted the election.

Trustee Bretzlauf was elected Vice President on a roll call vote as follows:

Bretzlauf: Beckwith, Bretzlauf, Diehl, Friedman, Jackson, Styracula, Weinberg

Trustee Friedman nominated Trustee Weinberg for Treasurer. There being no further nominations for Treasurer, President Styracula conducted the election.

Trustee Weinberg was elected Treasurer on a roll call vote as follows:

Weinberg: Beckwith, Bretzlauf, Diehl, Friedman, Jackson, Styracula

Abstain: Weinberg

Trustee Friedman nominated Trustee Beckwith for Secretary. Trustee Jackson nominated Trustee Jackson for Secretary. There being no further nominations for Secretary, President Styracula conducted the election. Trustee Beckwith was elected Secretary on a roll call vote as follows:

Beckwith: Beckwith, Bretzlauf, Diehl, Friedman, Styracula

Jackson: Jackson, Weinberg

Appointment of Committees

President Styracula appointed the membership of the standing committees as follows:

➤ Building and Grounds Committee: Tom Colwell, Bob Diehl, Laurie Styracula
Chair: Laurie Styracula

➤ Finance Committee: Tom Colwell, Ron Friedman, Steve Weinberg
Chair: Steve Weinberg

➤ Policy and Bylaws Committee: Jo Beckwith, Nancy Jackson, Nancy Sheldon
Chair: Nancy Jackson

➤ Personnel Committee: Mary Ann Bretzlauf, Laurie Styracula
Chair: Laurie Styracula

➤ Trustee Development Committee: Mary Ann Bretzlauf, Ron Friedman
Chair: Ron Friedman

Sue Niemi offered to be available as needed.

Treasurer's Report

Trustee Weinberg moved and Trustee Jackson seconded a motion that the bills payable for May 2011 and payrolls for April 2011 be approved for payment. The motion carried unanimously on a roll call vote as follows:

Ayes: Beckwith, Bretzlauf, Diehl, Friedman, Jackson, Styracula, and Weinberg

Trustee Friedman moved and Trustee Weinberg seconded a motion that the application for payment #6 by Berglund Construction Company, Invoice #51050 in the amount of \$761,153.14 (seven hundred sixty-one thousand one hundred fifty-three and 14/100 dollars) be approved for construction costs through April 30, 2011. In discussion, Anthony Rosignolo reported that forty percent (40%) of the budget has been expended, and six months of the thirteen

month project is now complete. The motion carried unanimously on a roll call vote as follows:

Ayes: Beckwith, Bretzlauf, Diehl, Friedman, Jackson, Styracula, and Weinberg

Reports of Standing Committees

Policy – No meeting.

Building and Grounds Meeting of May 10, 2011

President Styracula provided an oral report of the committee meeting.

Finance Meeting of May 12, 2011

Trustee Friedman provided an oral report of the committee meeting. It was noted that new signature cards for Fifth Third Bank accounts would be needed.

Personnel – No meeting

Trustee Development – No meeting

Reports by Trustees who Attended Lake County Bar Association's Local Government Seminar for Newly Elected Officials on April 29, 2011

Trustees Diehl, Bretzlauf, Beckwith, and Jackson reported on their attendance at this event.

Progress Report on the Long-Range Plan

Director Bero reported that the library is now at the end of the current long-range plan and asked that the Board think about scheduling a new long-range planning meeting.

Fundraising Report

Director Bero will be meeting with Brad Smart on Thursday, May 19, 2011, to follow up on previous conversations.

New Business

a. Resolutions in honor of trustees Susan Niemi, Nancy Sheldon, and Thomas Colwell

Trustee Weinberg moved and Trustee Bretzlauf seconded a motion to make part of the official record of the Board meeting the approval and presentation of

Resolutions of Appreciation to Susan Niemi, Nancy Sheldon, and Thomas Colwell for dedicated service to the Warren-Newport Public Library District. The motion carried unanimously on a roll call vote as follows:

Ayes: Beckwith, Bretzlauf, Diehl, Friedman, Jackson, Styracula, and Weinberg

b. Building Project Update

Anthony Rosignolo of Berglund Construction provided an update of the building project. Phase 1B is now complete; next week the new air handler will be installed and work on the new roof will begin. Due to the unseasonable April weather, the project is approximately two weeks behind schedule, but still on target for a November 2011 completion.

President Styracula commended the WNPL staff on their hard work and dedication in working through the construction process.

Trustee Diehl exited the meeting at 8:10 p.m. and returned at 8:13 p.m.

c. Draft Working Budget for Fiscal Year 2011–2012: Revenue Projections

WNPL staff accountant Doug Wideburg presented the revenue projections for fiscal year 2011–2012.

d. Upcoming Calendar

- i. Upcoming regular board meetings
The Board discussed the scheduling of the regular monthly Board meetings on the third Tuesday of each month.
- ii. New trustee orientation
The new trustees have already met with Director Bero, and there will be an in-depth orientation with the department heads and a tour of the library. In addition, attendance at the upcoming Trustee Orientation to be held by Sarah Long in June was discussed.
- iii. Trustee recognition dinner
Director Bero explained that this dinner is a gift to the current and outgoing board members, traditionally held at Saluto's Restaurant in Gurnee, and requested that calendars be checked for availability for a Friday evening in June.
- iv. Long-range planning session
As previously mentioned during this meeting, Director Bero asked that Trustees give thought to a date for a long-range planning session, as

well as how many years into the future the Board would like the plan to extend.

v. Other

Nancy Jackson thanked those responsible (Laura Stone) for the excellent job done on the Volunteer Luncheon.

Public Forum

Resident and WNPL staff member Mary Thacker thanked the outgoing Board members for the opportunity to work with them, noting how proud she was of their obvious dedication and hard work on behalf of WNPLD.

Announcements

a. By the chair:

i. Communications to the public – None

ii. Upcoming calendar

1. Next regular Board meeting: Tuesday, June 21, 2011, 7:00 p.m.

2. Next Committee meetings:

a. Finance – Thursday, June 16, 2011, 8:00 p.m.

b. Personnel – Thursday, June 9, 2011, 7:00 p.m.

c. Policy – Tuesday, June 14, 2011, 5:30 p.m.

d. Building and Grounds – Thursday, June 16, 2011, 7:00 p.m.

e. Trustee Development – Tuesday, June 14, 2011, 7:00 p.m.

3. Other dates:

Saturday, June 18, 2011 – New Public Library Trustee Orientation, all-day Saturday workshop presented by Sarah Long, coordinator, Continuing Professional Education, Graduate School of Library and Information Science, Dominican University. Trustees Beckwith, Bretzlauf, Diehl, and Friedman are interested in attending.

b. By other trustees or the director – None

Adjournment

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

President Styracula adjourned the meeting at 8:55 p.m.

Respectfully submitted,

Ronald J. Friedman
Secretary pro tempore

Jo Beckwith
Secretary

Mary Thacker
Recording Secretary