

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

October 15, 2013 7:00 PM

McCullough Board Room

AGENDA page 1

- I. Call to order, roll call, and determination of quorum {<1}
- II. Pledge of Allegiance {1}
- III. Reading of the Mission Statement {<1}
- IV. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {2}
  - a. Secretary's report: Approval of minutes as received or corrected  
Regular meeting of September 17, 2013. p. 5
  - b. Financial reports for September 2013. p.13
  - c. Approval of payrolls for September 2013.
  - d. Approval of bills payable for October 2013.
  - e. Executive Director's report for October 2013. p. 61
  - f. Quarterly report of trustee training and development budget year to date.  
p. 77
  - g. Patron suggestions for September 2013. p. 79
  - h. Non-substantive edits to policies. p. 83
  - i. Developer contribution agreement with Moon Development, Inc., for supportive living community in Gurnee.
- V. Item(s) removed from consent agenda, if any. ACTION {3}
- VI. President's report. INFORMATION {1}
- VII. Reports of other trustees. INFORMATION {5}
- VIII. Correspondence, communications, and public comments. INFORMATION {5}
  - 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. Reports of the standing and ad hoc committees. INFORMATION {2} p. 87
  - a. Policy—Meeting of October 7, 2013. p. 88

- b. Building & Grounds— Meeting of October 7, 2013.
  - c. Finance—Meeting of October 10, 2013. p. 89
  - d. Personnel—Meeting of September 23, 2013. p. 90
  - e. Art Acquisition— Meeting of September 23, 2013. p. 91
- X. Progress report on the long-range plan: Report from community usage assessment by Sarah and Dan Armstrong of Turks Cap Consulting. INFORMATION {20} p. 93, 95
- XI. Unfinished business: Jigsaw: Library/community partnerships such as those developed by the Skokie Public Library. INFORMATION {10}
- XII. New business
- a. Construction projects: Update. INFORMATION {10}
  - b. Presentation of audited financial statement for fiscal year ended June 30, 2013. ACTION {10} p. 147  

MOVED, THAT THE FINANCIAL STATEMENT FOR FISCAL YEAR ENDED JUNE 30, 2013, AS AUDITED BY MCCLURE, INSERRA AND COMPANY, CHARTERED, BE ACCEPTED FOR FILING.
  - c. Resolution to Determine Estimate of Funds Needed. ACTION {2} p. 151  

MOVED, THAT RESOLUTION 2013/2014-3 TO DETERMINE THE ESTIMATE OF FUNDS NEEDED FOR FISCAL YEAR 2013-2014 BE ADOPTED.
  - d. Power factor correction. ACTION {10} p. 155  

MOVED, THAT THE LIBRARY TEST ITS ELECTRICAL POWER FACTOR TO DETERMINE WHETHER OR NOT POWER FACTOR CORRECTION IS NECESSARY.
  - e. Reconsideration of membership in the Intergovernmental Utilities Purchasing Cooperative and issuance of Request for Proposal for energy suppliers. ACTION {10} p. 163  

MOVED, THAT THE LIBRARY DISTRICT EVALUATE ENERGY SUPPLIERS TO IDENTIFY COST SAVINGS.
  - f. Revision to Policy 1055 Public Participation at Board Meetings. ACTION {5} p. 179
  - g. Distribution of draft of executive director evaluation form. INFORMATION {2}
  - h. Adding items to the board's agenda. INFORMATION AND POSSIBLE ACTION {10} p. 183

- XIII. Other potentially actionable items: Agenda items for November regular meeting. {3} p. 199
- a. Truth in Taxation public hearing
  - b. Annual levy ordinance
  - c. Year-end bonus checks for staff
  - d. Other
- XIV. Public forum {5}
- 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. Announcements {5}
- a. By the chair
    - i. Communications to the public
    - ii. Upcoming calendar
      1. Next regular board meeting: Tuesday, November 19, 2013, 7:00 p.m., preceded by Truth In Taxation public hearing at 6:45 p.m.
      2. Next committee meetings
        - a. Finance—Thursday, November 14, 2013, 8:00 p.m.
        - b. Personnel—Monday, October 21, 2013, 6:30 p.m.
        - c. Policy— TBD
        - d. Building and Grounds—Thursday, November 14, 2013, 7:00 p.m.
        - e. Art Acquisitions—Monday, November 4, 2013, 6:30 p.m.
      3. Other dates  
Illinois Library Association Annual Conference,  
Trustee Day, Wednesday, October 16, 2013,  
Chicago.
  - b. By other trustees or the director

XVI. Adjournment. ACTION {<1}

RESOLVED, THAT THE MEETING BE ADJOURNED.

{Estimated total duration 124 minutes}