

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

**February 16, 2016 7:00 PM**

**McCullough Board Room**

### AGENDA

- I. Call to order, roll call, and determination of quorum {1}
- II. Pledge of Allegiance {1}
- III. Reading of the Mission Statement {1}
- IV. Safety Instruction {1}
- V. 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
    - i. Regular meeting of January 19, 2016.
    - ii. Executive session of January 19, 2016, to remain closed to the public.
  - b. Monthly financial report for December 2015.
  - c. Approval of payrolls for January 2015.
  - d. Approval of bills payable for February 2016.
  - e. Patron suggestions from January 2016.
  - f. Personnel Policies for approval:
    - i. 101 Nature of Employment
    - ii. 103 Equal Employment Opportunity
    - iii. 104 Ethics and Conduct
  - g. Personnel Policy for elimination:
    - i. 102 Employee Relations
  - h. Board Policies for approval:
    - i. 1003 Electronic Participation at Meetings
    - ii. 2007 Debt
- MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.
- VI. Item(s) removed from consent agenda, if any. ACTION {5}

- VII. President's report. INFORMATION {1}
  - a. ILA Annual Presidents' Day Legislative Breakfast
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Correspondence, communications, and public comments. INFORMATION {20}
  - a. Written:
    - i. Memoranda from legal counsel, if any.
    - ii. Other.
  - b. Public comments  
*Visitors will be granted 3 minutes to introduce themselves and present any issues they wish to discuss, not to exceed a total of 20 minutes. Speakers who want their remarks to be added to the Board record must provide a copy to the Board Secretary prior to speaking.*
- X. Reports of the standing committees. INFORMATION {2}
  - a. Art Acquisition—Meeting of February 1, 2016
  - b. Committee of the Whole—Meeting of February 2, 2016
- XI. Director's report for January 2016. INFORMATION {2}
- XII. Old Business
  - a. Recording meetings: audio quality, usage, cost.  
INFORMATION AND POSSIBLE ACTION {15}
  - b. The Point and staff room project updates. INFORMATION {10}
  - c. Fundraising update. INFORMATION {3}
- XIII. New business
  - a. Midyear Financial Report from Business Manager Doug Wideburg INFORMATION {10}
  - b. RFID retagging project. INFORMATION AND POSSIBLE ACTION {15}
  - c. Policy 1001: Bylaws ACTION {20}
  - d. Policy 1057: Advisory Groups ACTION {10}
  - e. Other potentially actionable items: Agenda items for March 2016 regular meeting. ACTION {5}

i. Adopt WNPL Strategic Plan 2016-2018

- XIV. Enter into Executive Session to review the performance of a specific employee [5ILCS 120/2.(c)(1)]. ACTION {5}

Resolved, that the Board enter into EXECUTIVE SESSION 5 ILCS 120/2(c)(1), to consider the performance of the library director.

- XV. Reconvene Regular Meeting. {1}

- XVI. Public forum {15}

*Visitors will be granted 3 minutes to introduce themselves and present any issues they wish to discuss, not to exceed a total of 15 minutes. Speakers who want their remarks to be added to the Board record must provide a copy to the Board Secretary prior to speaking*

- XVII. Announcements {5}

a. By the chair

i. Communications to the public

ii. Upcoming calendar

1. Next regular board meeting: Tuesday, March 15, 2016, 7:00 p.m.
2. Next committee meetings
  - a. Committee of the Whole—Tuesday, March 1, 2016
  - b. Art Acquisitions—TBD
3. Bingo in the Books: Friday, April 29, 2016, 6:30 p.m.
4. LACONI Trustee Banquet: Friday, May 13, 2016, 6:00 p.m. at Alta Villa Banquets in Addison

b. By other trustees or the director

- XVIII. Adjournment. ACTION { <1 }

**MOTION: THAT THE MEETING BE ADJOURNED.**

224 North O'Plaine Road, Gurnee, Illinois 60031  
847-244-5150 FAX 847-244-3499

[www.wnpl.info](http://www.wnpl.info)

*Individuals requiring special accommodations as specified by the American with Disabilities Act are requested to notify the Library Director at 847-244-5150 ext.3101 at least 48 hours in advance of this meeting date.*

Warren-Newport Public Library District  
Board of Trustees  
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{Estimated total duration 156 minutes}

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