

# Warren Newport Public Library

## Board of Trustees

### Regular Meeting

**August 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
    - i. Regular meeting of July 19, 2016.
  - b. Monthly financial report for June 2016.
  - c. Approval of payrolls for July 2016.
  - d. Approval of bills payable for August 2016.
  - e. Patron suggestions from July 2016.
  - f. Board Policies for approval:
    - i. 3007 Standards of Public Service
  - g. Developer donation agreements, if any.
- MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.
- VI. Item(s) removed from consent agenda, if any. ACTION { 3 }
- VII. President's report. INFORMATION { 1 }
- 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.

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. Committee of the Whole—Meeting of August 2, 2016
    - i. General
    - ii. Finance
    - iii. Buildings and Grounds
    - iv. Policy
- XI. Executive Director’s report for July 2016 INFORMATION {3}
- XII. New business
  - a. Policy 3020 Circulation ACTION {5}

MOTION: THAT POLICY 3020 BE APPROVED AS PRESENTED
  - b. Policy 3023 Fines and Fees ACTION {5}

MOTION: THAT POLICY 3023 BE APPROVED AS PRESENTED
  - c. Policy 3035 Reference and Readers Advisory Services ACTION {5}

MOTION: THAT POLICY 3035 BE ELIMINATED
  - d. Parking lot INFORMATION AND POSSIBLE ACTION {20}
  - e. Illinois Public Library Annual Report (IPLAR) INFORMATION AND ACTION {5}

MOTION: THAT THE ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR) FOR FISCAL YEAR ENDED JUNE 30, 2016, BE ACCEPTED FOR FILING.
  - f. New or Notable INFORMATION {10}
  - g. Other potentially actionable items: Agenda items for September 2016 regular meeting. ACTION {5}
    - i. Budget and Appropriations Ordinance

- ii. National Friends of the Library Week in October.
- iii. Other.

XIII. 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*

XIV. Announcements {5}

a. By the chair

- i. Communications to the public
- ii. Upcoming calendar
  - 1. Public hearing for the annual budget and appropriation: Tuesday, September 20, 2016, 6:45 p.m.
  - 2. Next regular board meeting: Tuesday, September 20, 2016, 7:00 p.m.
  - 3. Next committee meetings
    - a. Committee of the Whole: Tuesday, September 6, 2016, 7:00 p.m.
  - 4. Other dates
    - a. Bikers for Books, Sunday, August 28, 2016 from 10:00 a.m. to 3:00 p.m.
    - b. First day to circulate nomination petitions for April 2017 election: Tuesday, September 20, 2016
    - c. Banned Books Week, Sunday, September 25 – Saturday, October 1, 2016

b. By other trustees or the director

XV. Adjournment. ACTION { <1 }

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

{Estimated total duration 116 minutes}