

Warren Newport Public Library

Board of Trustees

Regular Meeting

October 17, 2016 7:00 PM

McCullough 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. Presentation of audited financial statement for fiscal year ended June 30, 2016. ACTION {30}

MOVED, THAT THE FINANCIAL STATEMENT FOR FISCAL YEAR ENDED JUNE 30, 2016, AS AUDITED BY MCCLURE, INSERRA AND COMPANY, CHARTERED, BE ACCEPTED FOR FILING.
- VI. 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
 - Public Hearing: Budget & Appropriation for Fiscal Year 2016-2017 held on September 20, 2016.
 - Regular meeting of September 20, 2016.
 - b. Monthly financial report for August 2016.
 - c. Approval of payrolls for September 2016.
 - d. Approval of bills payable for October 2016.
 - e. Patron suggestions from September 2016.

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.
- VII. Item(s) removed from consent agenda, if any. ACTION {3}
- VIII. President's report. INFORMATION {1}
- IX. Reports of other trustees. INFORMATION {5}

- X. Correspondence, communications, and public comments. INFORMATION {20}
- a. Written:
- Memoranda from legal counsel: Reimbursement of Expenses.
 - 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.
- XI. Reports of the standing committees. INFORMATION {2}
- a. Committee of the Whole—Meeting of October 4, 2016.
- General.
 - Finance.
 - Buildings and Grounds.
 - Policy.
 - Personnel.
- XII. Executive Director’s report for October 2016, to include quarterly report on projects. INFORMATION {3}
- XIII. Old business
- a. Evaluation of Executive Director. {5}
- b. Enabling “Reading History” in Sierra ILS. POSSIBLE ACTION {5}
- XIV. New business
- a. Resolution to Determine Estimate of Funds Needed. ACTION {2}
- MOVED, THAT RESOLUTION 2016/2017-2 TO DETERMINE THE ESTIMATE OF FUNDS NEEDED FOR FISCAL YEAR 2016-2017 BE ADOPTED.**
- b. “New and Notable” Library Programs and Services. INFORMATION {5}

c. Other potentially actionable items: Agenda items for November 2016 regular meeting. ACTION {5}

- i. Annual Levy Ordinance
- ii. Year-end bonuses for staff
- iii. Executive director's annual performance evaluation
- iv. Treasurer's report of annual receipts and disbursements

XV. 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

XVI. Announcements {5}

a. By the chair

- Communications to the public
- Upcoming calendar
 1. Next regular board meeting: Tuesday, November 15, 2016, 7:00 p.m.
 2. Next committee meetings:
 - a. Committee of the Whole: Tuesday, November 1, 2016, 7:00 p.m.
 3. Other dates:
 - a. Nationals Friends of Libraries Week, October 16 – October 22, 2016.
 - b. ILA Annual Conference, October 18 – October 20, 2016.

b. By other trustees or the director

XVII. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 113 minutes}