

Warren Newport Public Library

Board of Trustees

Regular Meeting

November 15, 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 October 17, 2016.
 - b. Monthly financial report for September 2016.
 - c. Approval of payrolls for October 2016.
 - d. Approval of bills payable for November 2016.
 - e. Patron suggestions from October 2016.

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}
- 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. Committee of the Whole—Meeting of November 3, 2016.
 - i. General.
 - ii. Finance.
 - iii. Buildings and Grounds.
 - iv. Policy.
 - v. Personnel.
- XI. Executive Director’s report for November 2016, to include strategic plan progress report. INFORMATION {3}
- XII. New business
 - a. Ordinance 2016/2017-6: Annual Levy. ACTION {3}

MOTION: THAT THE BOARD ADOPT ORDINANCE 2016/2017-6, LEVY FOR FISCAL YEAR 2016-2017.
 - b. Ordinance 2016/2017-7: Ordinance Regulating Reimbursement of Travel, Meal, and Lodging Expenses. ACTION {3}

MOTION: THAT THE BOARD ADOPT ORDINANCE 2016/2017-7.
 - c. Treasurer’s report of annual receipts and disbursements. ACTION {5}
 - d. Year-end bonuses for staff. ACTION {3}

MOTION: THAT THE BOARD CELEBRATE WNPL'S WONDERFUL LIBRARY STAFF FOR THEIR SERVICE TO OUR COMMUNITY AND THAT WE ACKNOWLEDGE THEIR EXCELLENT WORK WITH THE STAFF BONUSES INCLUDED IN THE CURRENT BUDGET PRIOR TO DECEMBER 31, 2016.
 - e. Semi-annual review of closed Executive Session minutes. INFORMATION {2}
 - f. Board Policy 1001 Bylaws. ACTION {5}
 - g. Personnel Policy 307 Sick Leave Benefits. ACTION {5}

- h. Resolution 2016/2017-3: Special Use of Storytime Room.
ACTION{10}
- i. Other potentially actionable items: Agenda items for December 2016 regular meeting. ACTION {5}
 - i. Semi-annual review of closed Executive Session minutes
 - ii. Per Capita Grant requirements
 - iii. Per Capita Grant approval
 - iv. Other

XIII. 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 discuss performance of the executive director.

XIV. Reconvene Regular Meeting. {1}

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
 - i. Communications to the public
 - ii. Upcoming calendar
 - 1. Next regular board meeting: Tuesday, December 20, 2016, 7:00 p.m.
 - 2. Next committee meetings:
 - a. Committee of the Whole: Tuesday, December 6, 2016, 7:00 p.m.
- b. By other trustees or the director

XVII. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 110 minutes}