

Warren Newport Public Library

Board of Trustees

Regular Meeting

December 20, 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 Instructions {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 November 15, 2016.
 - ii. Executive session of November 15, 2016, to remain closed to the public.
 - b. Monthly financial report for October 2016.
 - c. Approval of payrolls for November 2016.
 - d. Approval of bills payable for December 2016.
 - e. Approval of Personnel Policy 512 Business Travel Expenses.
 - f. Patron suggestions from November 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 {2}
- 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. Executive Director's report for December 2016. INFORMATION {3}

XI. Committee and Advisory Group reports. INFORMATION {2}

a. Committee of the Whole—Meeting of December 6, 2016.

- i. General.
- ii. Finance.
- iii. Buildings and Grounds.
- iv. Policy.
- v. Personnel.

XII. New business

a. Policy 3015 Materials Selection. ACTION{5}

b. Requirements for the Per Capita Grant for fiscal year 2017. INFORMATION {10}

c. Submission of application for Illinois Public Library Per Capita Grant for fiscal year 2017. ACTION {2}

MOTION: THAT THE APPLICATION FOR THE ILLINOIS PUBLIC LIBRARY PER CAPITA GRANT FOR FISCAL YEAR 2017 BE SUBMITTED.

d. Other potentially actionable items: Agenda items for January 2017 regular meeting. ACTION {5}

- i. Bond Levy Abatement Ordinance
- ii. Appointment of Board Self-Evaluation Committee
- iii. Midyear Financial Report
- iv. Semi-annual review of closed minutes
- v. Other

XIII. Enter into Executive Session to review the performance of a specific employee [5ILCS 120/2.(c)(1)]. ACTION {30}

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. Motion(s) as a result of Executive Session. POSSIBLE ACTION
{2}

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, January 17,
2017, 7:00 p.m.

2. Next committee meetings:

a. Committee of the Whole: Tuesday, January
3, 2017, 7:00 p.m.

b. By other trustees or the director

XVIII. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 119 minutes}