

# Warren Newport Public Library

## **Board of Trustees**

Committee of the Whole

**Tuesday, March 1, 2016 7:00 PM**

**McCullough Room**

### AGENDA

- I. Call to order
- II. Public Comments {20}  
*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.*
- III. Finance Committee of the Whole: Andrea Farr Capizzi, Treasurer and Chair
  - a. Review of January 2016 financial statements {5}
  - b. FY 2016-17 Budget: capital project assessment forms {15}
- IV. Buildings and Grounds Committee of the Whole: Tom Colwell, Vice President and Chair
  - a. Update on The Point {5}
  - b. Update on staff room project {5}
- V. Committee of the Whole (general): Jo Beckwith, President
  - a. Compliance for information posted on the website {5}
  - b. Strategic Plan, final draft {10}
  - c. Discussion of raises {10}
  - d. RFID project: closure shortening options {15}
  - e. Lead time on agendas {5}
- VI. Personnel Committee of the Whole: Jo Beckwith, President and Chair {20}
  - a. 105 Personal Relationships in the Workplace

- b. 107 Immigration Law Compliance
  - c. 108 Conflicts of Interest
  - d. 110 Outside Employment
  - e. 112 Confidentiality and Non-Disclosure
  - f. 114 Disability Accommodation
  - g. 116 Job Posting and Employee Referrals
- VII. Agenda items for Committee of the Whole for Next Month {5}
- a. Finance:
    - i. Review of February 2016 financial statements
    - ii. Budget planning
  - b. Buildings and Grounds
    - i. Projects update
  - c. Policy and Bylaws: Policies
  - d. Personnel: Policies: 601, 602, 603
  - e. Other
- VIII. Announcements {1}
- a. Regular Board Meeting, Tuesday, March 15, 2016, 7 p.m.
- IX. Adjournment {1}