

**Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees**

Jo Beckwith, President	Robert H. Diehl, Sr.
Tom Colwell, Vice President	George Kotsinis
Andrea Farr Capizzi, Treasurer	Sue Niemi
Nancy Sheldon, Secretary	

**Regular Meeting
March 15, 2016
McCullough Room**

Call to Order, Roll Call, and Determination of Quorum

President Beckwith called the meeting to order at 7:00 p.m.

Trustees present: Beckwith, Colwell, Kotsinis, and Niemi

Trustees absent: Diehl, Farr Capizzi, and Sheldon

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, Kevin Getty, Meg Schmaus, Amy Meyer, Jan Marsh, and Noreen Reese.

Pledge of Allegiance

President Beckwith led those present in the Pledge of Allegiance.

Reading of Mission Statement

President Beckwith read the Mission Statement aloud.

Safety Instructions

Security Monitor Will Auguste gave safety instructions.

Consent Agenda

- a. Secretary's Report. Approval of minutes as received or corrected
 - i. Regular meeting of February 16, 2016.
 - ii. Executive session of February 16, 2016, to remain closed to the public.
- b. Monthly Financial Report for January 2016.
- c. Approval of payrolls for January 2016 and February 2016.
- d. Approval of bills payable for March 2016.
- e. Patron suggestions from February 2016.

- f. Personnel Policies for approval:
 - i. 107 Immigration Law Compliance
 - ii. 108 Conflicts of Interest
 - iii. 110 Outside Employment
 - iv. 112 Confidentiality and Non-Disclosure
 - v. 114 Disability Accommodation

Trustee Niemi moved and Trustee Kotsinis seconded to accept the Consent Agenda items a through f.

The motion carried on a voice vote.

Absent: Sheldon, Farr Capizzi, Diehl

Items(s) removed from consent agenda. None.

President's Report

President Beckwith presented a written report in the packet.

Reports of Other Trustees

Trustee Kotsinis mentioned that his son James was very impressed with the Explore Illinois Underground Railroad program presented by the FOL on February 20. He felt the program was very informative and well done.

Correspondence, Communications, and Public Comments

- a. Written:
 - i. Memoranda from legal counsel. None.
 - ii. Other
 - Letter sent to the Art Acquisition Committee Members by the Board of Trustees, notifying members of the approval of Policy 1057 Advisory Groups at last month's meeting, the elimination of standing committees, and the renaming of the AAC to Art Advisory Group.
- b. Public comments. None.

Treasurer Farr Capizzi arrived at 7:02 p.m.

Reports of Standing Committees

- a. Committee of the Whole – Meeting of March 1, 2016
 - i. General
 - ii. Finance
 - iii. Building and Grounds

Trustee Colwell will provide the report for the next Regular Board meeting.

iv. Personnel

Executive Director's Report for February 2016

Executive Director Livergood presented a written report in the packet. He introduced Amy Meyer, our new Head of Tech Services.

Old Business

a. Adoption of WNPL Strategic Plan 2016–2018

Executive Director Livergood gave an oral summary.

Treasurer Farr Capizzi moved and Trustee Niemi seconded to accept the WNPL Strategic Plan 2016–2018 as presented.

The motion carried on a voice vote.

Absent: Sheldon, Diehl

b. The point and staff room project updates.

Executive Director Livergood gave an oral update.

c. RFID retagging project and possible closure.

Executive Director Livergood gave an oral update, and the Board discussed the options.

Trustee Niemi moved and President Beckwith seconded to close the Library from Monday, June 6, through Friday, June 10, 2016, for the RFID tagging project.

The motion carried on a voice vote.

Absent: Sheldon, Diehl

d. Fundraising update.

Executive Director Livergood gave a fundraising update.

New Business

a. Ordinance 2015/2016-9 Amending the Purpose of the Special Reserve Fund

Executive Director Livergood gave an oral explanation and answered questions from the Board.

Treasurer Farr Capizzi moved and Vice President Colwell seconded that the Board accept Ordinance 2015/2016-9, Amending the Purpose of the Special Reserve Fund as presented with the amendments of listing a bookmobile as Item 1.e., and adjusting the cost estimate to \$652,000. The motion carried on a roll call vote as follows:

Ayes: Niemi, Kotsinis, Colwell, Farr Capizzi, Beckwith

Absent: Sheldon, Diehl

- b. Other potentially actionable items: Agenda items for April 2016 regular meeting. None.

Public Forum. None.

Announcements

- a. By the chair:
 - i. Communications to the public
 - ii. Upcoming calendar
 - 1. Next Regular board meeting: Tuesday, April 19, 2016, 7:00 p.m.
 - 2. Next Committee meetings
 - a. Committee of the Whole – Tuesday, April 5, 2016, 7:00 p.m.
 - 3. Art Advisory Group: TBD
 - 4. Bingo in the Books: Friday, April 29, 2016, 6:30 p.m.
 - 5. LACONI Trustee Banquet: Friday, May 13, 2016, 6:00 p.m. at Alta Villa Banquets in Addison
- b. By other Trustees or the Executive Director
 - i. Trustee Niemi asked if there was interest in getting a Board table for Bingo in the Books. She will organize this effort.
 - ii. Executive Director Livergood announced that on Thursday, March 17, 2016, the Library will receive a donation from The Helen N. Morrow Trust. Treasurer Farr Capizzi suggested recognizing Helen N. Morrow with a moment of silence at the next Board meeting.

Adjournment

Trustee Niemi moved and Vice President Colwell seconded the motion that the meeting be adjourned.

The motion carried on a voice vote.

President Beckwith adjourned the meeting at 7:41 p.m.

Jo Beckwith, President
Acting Secretary

Approved: _____

Celia Ornelas
Recording Secretary