

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

Jo Beckwith, President
Tom Colwell, Vice President
Andrea Farr Capizzi, Treasurer
Nancy Sheldon, Secretary

Robert H. Diehl, Sr.
George Kotsinis
Sue Niemi

**Regular Meeting
August 16, 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, Diehl, Farr Capizzi, Kotsinis, Niemi, and Sheldon

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, Head of Communications Jan Marsh, and Deputy Director 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 August gave safety instructions.

Consent Agenda

- a. Secretary's Report.
 - i. Approval of minutes for Regular meeting July 19, 2016
- b. Monthly Financial Report for June 2016.
- c. Approval of payrolls for July 2016.
- d. Approval of bills payable for August 2016.
- e. Patron suggestions from July 2016.
- f. Board Policies for approval:
 - i. 3007 Standards of Public Service
- g. Developer donation agreement with DRH Cambridge Home Inc.

Vice President Colwell removed item a. i. from the Consent Agenda.

Vice President Colwell moved and President Beckwith seconded to accept the Consent Agenda items b. through g.
The motion carried on a voice vote.

Items(s) removed from Consent Agenda

Vice President Colwell moved and President Beckwith seconded to approve Secretary's minutes of Regular meeting July 19, 2016.
The motion carried on a roll call vote as follows:
Ayes: Kotsinis, Sheldon, Niemi, Beckwith
Abstain: Colwell, Farr Capizzi, Diehl

President's Report

President Beckwith presented a written report in the packet.

Reports of Other Trustees. None.

Correspondence, Communications, and Public Comments

- a. Written:
 - i. Memoranda from legal counsel. None.
 - ii. Other. None
- b. Public comments. None

Reports of Standing Committees

- a. Committee of the Whole – Meeting of August 2, 2016
 - i. General
 - ii. Finance
 - iii. Building and Grounds. Presented at meeting.
 - iv. Policy

Executive Director's Report for July 2016

Executive Director Livergood presented a written report in the packet.

New Business

- a. Policy 3020 Circulation

President Beckwith moved and Secretary Sheldon seconded that Policy 3020 Circulation be approve as presented.
The motion carried on a voice vote.

b. Policy 3023 Fines and Fees.

There was an exchange of ideas between Trustees and Executive Director Livergood, with participation of Deputy Director Reese and Head of Technology Services and Facilities Kevin Getty.

c. Policy 3035 Reference and Readers Advisory Services

Secretary Sheldon moved and Trustee Niemi seconded that Policy 3035 be eliminated.

The motion carried on a voice vote.

d. Parking lot.

Executive Director Livergood gave an oral report. Kevin Getty provided further information.

e. Illinois Public Library Annual Report (IPLAR)

Secretary Nancy Sheldon moved and Trustee Niemi seconded that the Illinois Public Library Annual Report (IPLAR) for Fiscal Year ended June 30, 2016, be accepted for filing.

The motion carried on a voice vote.

f. “New and Notable”

Treasurer Farr Capizzi handed out WNPL Bookmobile Schedules and talked about the Bookmobile.

g. Other potentially actionable items: Agenda items for September 2016 regular meeting.

- i. Budget and Appropriations.
- ii. National Friends of the Library Week in October.
- iii. Other. None

Public Forum. None.

Announcements

- a. By the chair:
 - i. Communications to the public
 - ii. Upcoming calendar

1. Public Hearing for the annual budget and appropriation: Tuesday, September 20, 2016, 6:45 p.m.
2. Next Regular board meeting: Tuesday, September 20, 2016, 7:00 p.m.
3. Next Committee of the Whole: Tuesday, September 6, 2016, 7:00 p.m.
4. Other dates:
 - a. Bikers for Books: August 28, 2016, 10:00 a.m. to 3:00 p.m.
 - b. First day to circulate nomination petitions for April 2017 election: Tuesday, September 20, 2016.
 - c. Banned Books Week, Sunday, September 25 – Saturday, October 1, 2016.

b. By other Trustees or the Executive Director. None.

Adjournment

Treasurer Farr Capizzi 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 7:58 p.m.

Nancy Sheldon, Secretary

Approved: _____

Celia Ornelas, Recording Secretary