

**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 Board Meeting
Monday, October 17, 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, Kotsinis, Niemi, and Sheldon
Trustees absent: Colwell, Diehl, and Farr Capizzi

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, Chris McClure, and Doug Wideburg.

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.

Trustee Kotsinis moved and President Beckwith seconded to bypass the Presentation of Audited Financial Statement for Fiscal Year Ended June 30, 2016 to Consent Agenda.
The motion carried on a voice vote.

Consent Agenda

- a. Secretary's Report: Approval of minutes as received or corrected
 - i. Public Hearing: Budget & Appropriation for Fiscal Year 2016-2017 held on September 20, 2016

- ii. Regular Board meeting of September 20, 2016
- b. Monthly Financial Report for August 2016.
- c. Approval of payrolls for September 2016.
- d. Approval of bills payable for October 2016.
- e. Patron suggestions from September 2016.

Trustee Niemi moved and President Beckwith seconded to accept the Consent Agenda as presented.
The motion carried on a voice vote.

President's Report

President Beckwith presented a written report in the packet.

Reports of Other Trustees

Trustee Kotsinis informed the board his son participated in STEMbots: Mindstorms Academy program facilitated by Warren Township High School in conjunction with WNPL. He really enjoyed the program and hopes there will be more like it in the future.

Correspondence, Communications, and Public Comments

- a. Written:
 - i. Memoranda from legal counsel: Reimbursement of Expenses.
Executive Director explained.

Trustee Diehl arrived at 7:05 p.m.

- b. Public comments. None.

Reports of Standing Committees

- a. Committee of the Whole – Meeting of October 4, 2016
 - i. General
 - ii. Finance
 - iii. Building and Grounds
 - iv. Policy
 - v. Personnel

Executive Director's Report for October 2016

Executive Director Livergood presented a written report in the packet.
Executive Director Livergood mentioned the Vernon Area Public Library is working with RAILS to plan a retreat for library trustees with a focus on

advocacy for engaging with the community on behalf of the library. Trustees present indicated that they would be interested in attending.

Old Business

a. Evaluation of Executive Director.

President Beckwith distributed the timeline for the 2016 evaluation of Executive Director Livergood. Trustee Kotsinis will automate the survey for distribution as soon as possible.

b. Enabling “Reading History” History in Sierra ILS.

Secretary Sheldon moved and Trustee Diehl seconded that WNPL make arrangements to start offering the reading history feature to patrons who opt in.

The motion carried on a roll call vote.

Ayes: Diehl, Sheldon, Niemi

Nays: Kotsinis, Beckwith

Absent: Colwell, Farr Capizzi

Secretary Sheldon moved and Trustee Kotsinis seconded to move to the Financial Statement for Fiscal Year ended June 30, 2016.

The motion carried on a voice vote.

Presentation of Audited Financial Statement for Fiscal Year Ended June 30, 2016

Chris McClure of McClure, Inserra & Co., Chtd. presented the audited financial statement for FY 2015/2016.

Trustee Diehl left the meeting at 8:00 p.m.

Trustee Kotsinis moved and President Beckwith seconded that the Financial Statement for Fiscal Year Ended June 30, 2016, as audited by McClure, Inserra and Company, Chartered, be accepted for filing.

The motion carried on a roll call as follows:

Ayes: Sheldon, Niemi, Kotsinis, Beckwith

Absent: Farr Capizzi, Colwell, Diehl

Secretary Sheldon moved and Trustee Kotsinis seconded to move to resume the agenda.

The motion carried on a voice vote.

New Business

- a. Resolution to Determine Estimate of Funds Needed.

Trustee Diehl returned to the meeting at 8:02 p.m.

Trustee Kotsinis moved and Secretary Sheldon seconded that Resolution 2016/2017-2, to Determine the Estimate of Funds Needed for Fiscal Year 2016–2017 be adopted.

The motion carried on a roll call vote as follows:

Ayes: Kotsinis, Sheldon, Diehl, Niemi, Beckwith

Absent: Farr Capizzi, Colwell

- b. “New and Notable” Library Programs and Services
Executive Director Livergood introduced More Than Just Books, a blog for readers, listeners, and viewers. One of the features is Book Connection, where readers complete a confidential form about what they like and dislike in books and receive a personalized list of suggested books.
- c. Other potentially actionable items: Agenda items for November 2016 regular meeting.
 - i. Annual Levy Ordinance.
 - ii. Year-end bonuses for staff.
 - iii. Executive Director’s annual performance evaluation.
 - iv. Treasurer’s report of annual receipts and disbursements.

Public Forum. None.

Announcements

- a. By the chair:
 - i. Communications to the public. None.
 - ii. Upcoming calendar
 1. Next Regular board meeting: Tuesday, November 15, 2016, 7:00 p.m.
 2. Next Committee of the Whole: Tuesday, November 1, 2016, 7:00 p.m.
 3. Other dates:
 - a. National Friends of the Libraries Week, October 16 –October 22, 2016.
 - b. ILA Annual Conference, October 18–October 20, 2016

Adjournment

Trustee Niemi moved and President Beckwith seconded that the meeting be adjourned.

The motion carried on a voice vote.

President Beckwith adjourned the meeting at 8:08 p.m.

Nancy Sheldon, Secretary

Approved: _____

Celia Ornelas, Recording Secretary