

Warren Newport Public Library

Board of Trustees Regular Meeting **October 17, 2017 7:00 PM** **McCullough 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. Correspondence, communications, and public comments.
INFORMATION { 20 }
 - a. Written:
 - i. Memoranda from legal counsel, if any.
 - ii. Other.
 - iii. Public comment.
The Board of Trustees allows up to 20 minutes for Public Comment. Individuals may introduce themselves and speak on any library issues, not to exceed 3 minutes. Those who want their remarks to be added to the Board record must provide a copy to the Board Secretary prior to speaking.
- V. Presentation of audited financial statement for fiscal year ended June 30, 2017. ACTION { 30 }

**MOVED, THAT THE FINANCIAL STATEMENT FOR
FISCAL YEAR ENDED JUNE 30, 2017, AS AUDITED BY
MCCLURE, INSERRA AND COMPANY, CHARTERED, BE
ACCEPTED FOR FILING.**
- VI. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION { 2 }
 - a. Approval of payrolls for September 2017.
 - b. Approval of bills payable for October 2017.
 - c. Patron suggestions from September 2017.
 - d. Board Policies for approval:
 - i. 2030 Fixed Asset Inventory and Depreciation

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.

- VII. Item(s) removed from consent agenda, if any. ACTION {5}
- VIII. President's report. INFORMATION {1}
- IX. Reports of other trustees. INFORMATION {5}
- X. Reports of the standing committees. INFORMATION {2}
 - a. Committee of the Whole—Meeting of October 3, 2017
 - i. General and Personnel
 - ii. Buildings and Grounds
 - iii. Finance
 - iv. Policy
- XI. Executive Director's report for September 2017. INFORMATION {5}
- XII. Unfinished business. INFORMATION {5}
 - a. LoanStar Update
 - b. Auditor Search
- XIII. New business
 - a. Secretary's reports: Approval of minutes ACTION {2}
 - i. Public Hearing: Budget & Appropriation for Fiscal Year 2017-2018
 - ii. Regular Board Meeting September 19, 2017
 - b. Monthly financial report for August 2017. ACTION {10}
 - c. Resolution to Determine Estimate of Funds Needed. ACTION {2}

MOVED, THAT RESOLUTION 2017/2018-2 TO DETERMINE THE ESTIMATE OF FUNDS NEEDED FOR FISCAL YEAR 2017-2018 BE ADOPTED.
 - d. Approval of Wintrust Wealth Management Non-Corporate Agreement in order to establish brokerage account. ACTION {2}

MOTION: THAT THE WINTRUST WEALTH MANAGEMENT NON-CORPORATE AGREEMENT BE APPROVED.
 - e. Policy 1001 Bylaws. ACTION{15}

**MOTION: THAT POLICY 1001 BYLAWS BE APPROVED
AS PRESENTED.**

- f. Treasurer's Report of Annual Receipts and Disbursements. ACTION {2}
 - g. Other potentially actionable items: Agenda items November 2017 Regular Meeting. ACTION {5}
 - 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
 - v. Other.
- XIV. Public forum {15}
The Board of Trustees allows up to 15 minutes for Public Forum. Individuals may introduce themselves and speak on any library issues, not to exceed 3 minutes. Those who want their remarks to be added to the Board record must provide a copy to the Board Secretary prior to speaking.
- XV. Announcements {5}
- a. By the chair
 - i. Communications to the public
 - ii. Upcoming calendar
 1. Debbie Hoffman public recognition event: Monday, October 30, 2017, 2:00 p.m.
 2. Next Committee of the Whole: Wednesday, November 1, 2017, 7:00 p.m.
 3. Next regular board meeting: Tuesday, November 21, 2017, 7:00 p.m.
 - b. By other trustees or the director
- XVI. Adjournment. ACTION { <1 }
MOTION: THAT THE MEETING BE ADJOURNED.
{Estimated total duration 137 minutes}