

# Warren Newport Public Library

## **Board of Trustees**

Committee of the Whole

**Tuesday, June 6, 2017 7:00 PM**

**McCullough Board 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 {30}
  - a. Review of April 2017 financial statements
  - b. 2040 Wage Scale
  - c. Final draft of 2017-18 budget
  - d. Signature cards
- IV. Buildings and Grounds Committee of the Whole: Tom Colwell, Vice President and Chair {10}
  - a. Roof update
  - b. “You are Here” X’s
- V. Policy Committee of the Whole: Kathleen Kettman, Chair {20}
  - a. 1001 Bylaws
- VI. Personnel Committee of the Whole: Jo Beckwith, President and Chair {10}
  - a. 208 Employment Applications
  - b. 210 Job Descriptions

- VII. General Committee of the Whole: Jo Beckwith, President {40}
  - a. Trustee Development: United for Libraries Short Takes Video, Trustee ExtraNet, and Board Roster
  - b. Meeting dates for 2017-2018
  - c. Board meeting recordings data
  - d. Board Knowledge ExtraNet Template
- VIII. Agenda items for Committee of the Whole for Next Month {5}
  - a. Finance:
    - i. Review of May 2017 financial statements
    - ii. Banking fees
  - b. Buildings and Grounds
    - i. Facilities tour
    - ii. Disaster Plan
  - c. Policy and Bylaws
    - i. 4030 FOIA
  - d. Personnel:
    - i. 212 Salary Administration
    - ii. 289 Normal Weekly Hours
  - e. General:
    - i. Trustee Development: United for Libraries Short Takes video
    - ii. Art Advisory Group
    - iii. Reporting Board volunteer time
- IX. Announcements {2}
  - a. Summer Reading Kick Off with Jim May: Saturday, June 10, 2017, 10:00 a.m.
  - b. Regular Board Meeting, Tuesday, June 20, 2017, 7:00 p.m.
  - c. ALA Annual Conference, June 22-27, Chicago, IL
- X. Adjournment {1}