

# Warren Newport Public Library

## Board of Trustees

Committee of the Whole

Wednesday, July 5, 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. Buildings and Grounds Committee of the Whole: Tom Colwell, Vice President and Chair {40}
  - a. B & G Tour
- IV. Policy Committee of the Whole: Kathleen Kettman, Chair {10}
  - a. 4030 FOIA
- V. Personnel Committee of the Whole: Jo Beckwith, President and Chair {10}
  - a. 212 Salary Administration
- VI. General Committee of the Whole: Jo Beckwith, President {30}
  - a. Trustee Development: United for Libraries Short Takes Video
  - b. Board Knowledge ExtraNet Templates
  - c. Reporting Board volunteer time
  - d. Staff directory
- VII. Agenda items for Committee of the Whole for Next Month {5}
  - a. Finance:
    - i. Board Development: What to look for in financial statements and signing checks.
  - b. Buildings and Grounds

- i. Skylights
    - ii. Disaster Plan review
  - c. Policy and Bylaws
  - d. Personnel:
    - i. 289 Normal Weekly Hours
  - e. General:
    - i. Trustee Development: United for Libraries Short Takes video
    - ii. Art Advisory Group
- VIII. Agenda Items for next Regular Board Meeting
  - a. New Business
    - i. Tentative Budget and Appropriation Ordinance
    - ii. Setting the public hearing for annual budget and appropriation
    - iii. Building, Sites and Maintenance Levy
    - iv. Non-Resident Library Card Program
  - b. Finance:
    - i. Review of May and June 2017 financial statements
    - ii. Bank and credit card fees
- IX. Announcements {2}
  - a. Regular Board Meeting, Tuesday, July 18, 2017, 7:00 p.m.
  - b. Completion of OMA training for new trustees
- X. Adjournment {1}