

**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 Board Meeting  
Tuesday, April 18, 2017  
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, Trustee-Elect Kathleen Kettman, Deputy Director Noreen Reese, and WNPL Staff Members Jan Marsh and Kevin Getty.

**Pledge of Allegiance**

Trustee Diehl led those present in the Pledge of Allegiance.

**Reading of Mission Statement**

President Beckwith read the Mission Statement aloud.

**Safety Instructions**

Secretary Sheldon moved and Vice President Colwell seconded to omit Safety Instructions this evening.

Motion carried on a voice vote.

**Consent Agenda**

- a. Secretary's Report. Approval of minutes of the Regular Meeting March 16, 2017.
- b. Monthly Financial Report for February 2017.
- c. Approval of payrolls for March 2017.
- d. Approval of bills payable for April 2017.

- e. Patron suggestions from March 2017.
- f. Approval of Board policies:
  - i. 3045 The Vault
  - ii. 3053 Study Rooms

Treasurer Farr Capizzi moved and Vice President Colwell seconded to accept the Consent Agenda, items b. through f.

The motion carried on a voice vote.

Abstain: Diehl

### **Items(s) removed from Consent Agenda**

Vice President Colwell removed item a. Minutes of the Regular Meeting of March 16, 2017 from the Consent Agenda.

Secretary Sheldon moved and Trustee Niemi seconded to approve the minutes of the Regular Meeting March 16, 2017.

The motion carried on a roll call vote as follows:

Ayes: Kotsinis, Niemi, Farr Capizzi, Sheldon, Beckwith

Abstain: Diehl, Colwell

### **President's Report**

President Beckwith presented a written report in the packet.

President Beckwith attended *Cut the Cable* program on April 13. The program was interesting, and Rachel Murray did a great presentation.

### **Reports of Other Trustees**

Trustee Kotsinis reported that two of his children attended the program *Ready for Some Scientific Excitement?* on Saturday, April 8, in separate sessions by grade level. They enjoyed it very much.

### **Correspondence, Communications, and Public Comments**

- a. Written:
  - i. Memoranda from legal counsel. None.
  - ii. Thank you card to the Board of Trustees from all staff for the all-star treatment on National Library Workers Day.
  
- b. Public comments. None.

### **Executive Director's Report for March 2017**

Executive Director Livergood presented a written report in the packet.

Executive Director Livergood announced the idea district schools participating in a Summer Reading competition for first through eighth grades. He has

discussed the competition with the Superintendents of the two largest elementary schools in the Library District. The competition is intended to encourage educators to promote summer reading, and the school with the highest percentage of students completing Summer Reading will win a trophy. The trophy will travel annually to the winning school; a plaque listing the names of the winning schools will be displayed permanently at the Library. Executive Director Livergood thanked Nancy Stricker, Senior Graphic Artist, for creating and donating the trophy.

### **Committee and Advisory Group Reports**

- a. Committee of the Whole – Meeting of April 3, 2017
  - i. General
  - ii. Finance
  - iii. Policy

### **Unfinished Business**

a. Approval of minutes of the Regular Meeting January 17, 2017  
Treasurer Farr Capizzi moved and President Beckwith seconded to approve minutes of the Regular Meeting January 17, 2017, as presented.  
The motion carried on a voice vote.  
Abstain: Diehl, Colwell

b. Approval of minutes of the Regular Meeting February 21, 2017  
Treasurer Farr Capizzi moved and President Beckwith seconded to approve minutes of the Regular Meeting February 21, 2017, as presented.  
The motion carried on a voice vote.  
Abstain: Diehl

c. Fundraising update  
Executive Director Livergood gave an oral update. Trustees shared their ideas.

### **New Business**

a. Reimbursable expense to an employee that exceeds the maximum allowed  
Secretary Sheldon moved and Trustee Kotsinis seconded that the Library reimburse Amy Meyer \$831.93 for her hotel bill from April 2<sup>nd</sup> through April 5<sup>th</sup>.  
The motion carried on a roll call vote as follows:  
Ayes: Farr Capizzi, Niemi, Sheldon, Diehl, Kotsinis, Colwell, Beckwith

b. Policy 3013 Library Card

Trustee Kotsinis moved and President Beckwith seconded to approve Policy 3013 Library Card as presented.

The motion carried on a roll call vote as follows:

Ayes: Niemi, Sheldon, Colwell, Farr Capizzi, Kotsinis, Beckwith

Nays: Diehl

c. Other potentially actionable items: Agenda items for May 2017 Regular Meeting. None

**Public Forum.** None.

**Announcements**

a. By the chair:

i. Communications to the public. None.

ii. Upcoming calendar

1. Craft Swap, Saturday, April 22, 2017, 9:30 a.m. - 1:30 p.m.

2. Bingo in the Books, Friday, April 28, 2017, 6:30 p.m.

3. Next Regular board meeting: Tuesday, May 16, 2017, 7:00 p.m.

4. Next Committee of the Whole: Tuesday, May 2, 2017, 7:00 p.m.

b. By other Trustees or Executive Director. None.

**Adjournment**

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

The motion carried on a voice vote.

President Beckwith adjourned the meeting at 7:36 p.m.

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Nancy Sheldon, Secretary

Approved: May 16, 2017

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Celia Ornelas, Recording Secretary

