

# Warren Newport Public Library

## **Board of Trustees**

Committee of the Whole

**Tuesday, February 6, 2018 7:00 PM**

**McCullough Board Room**

### AGENDA

- I. Call to order
- II. Public Comment {20}  
*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.*
- III. Finance Committee of the Whole: Andrea Farr Capizzi, Treasurer and Chair {20}
  - a. Review December 2017 financial statements
  - b. Budget for 2018-19, with emphasis on capital project possibilities
- IV. Policy Committee of the Whole: Kathleen Kettman, Chair {30}
  - a. 3005 Confidentiality
  - b. 3013 Library Card
  - c. 3020 Circulation
  - d. 3023 Fines and Fees
  - e. 1001 Bylaws
  - f. 1053 Recording Board Meetings
  - g. 4010 Friends of the Library

- V. Personnel Committee of the Whole: Jo Beckwith, President {20}
  - a. 504 Use of Phone and Mail Systems
  - b. 526 Cell Phone Usage
  - c. Employee training or review of key policies
- VI. General Committee of the Whole: Jo Beckwith, President {15}
  - a. Board Development: Short Takes Video, Library Policy Work
- VII. Agenda items for Committee of the Whole for Next Month {5}
  - a. Finance:
    - i. Review of January 2018 financial statements
  - b. Buildings and Grounds
  - c. Policy and Bylaws
  - d. Personnel
  - e. General
    - i. Board Development: Short Takes Video, Dangerous Myths about Libraries
- VIII. Agenda Items for next Regular Board Meeting
- IX. Announcements {2}
  - a. ILA Trustee Forum Workshop: Saturday, February 17, 2018, Chicago Marriot Oak Brook.
  - b. Annual President's Day Library Legislative Breakfast: Monday, February 19, 2018, Arboretum Club, Buffalo Grove.
  - c. Regular Board Meeting, Tuesday, February 20, 2018, 7:00 p.m.
  - d. Committee of the Whole, Tuesday, March 6, 2018, 7:00 p.m.
  - e. 45<sup>th</sup> Anniversary Events
- X. Adjournment {1}  
{Estimated duration 113 minutes}