

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

April 17, 2018 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. Public Comments, Correspondence, and Communications.  
INFORMATION {20}
  - a. Public Comments  
*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.*
  - b. Written:
    - i. Memoranda from legal counsel, if any.
    - ii. Other.
- V. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {2}
  - a. Secretary's report. Approval of minutes of the Regular Meeting March 27, 2018.
  - b. Monthly financial report for February 2018.
  - c. Approval of payrolls for March 2018.
  - d. Approval of bills payable for April 2018.
  - e. Patron suggestions from March 2018.
  - f. Board Policies for approval:
    - i. 4015 Sponsorship
  - g. Personnel Policy for approval:
    - i. 306 Workers' Compensation Insurance
    - ii. 308 Time Off to Vote
    - iii. 312 Witness Duty
    - iv. 517 Internet Usage

**MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.**

- VI. Item(s) removed from consent agenda, if any. ACTION {5}
- VII. President's report. INFORMATION {1}
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Reports of the standing committees. INFORMATION {2}
  - a. Committee of the Whole—Meeting of April 3, 2018
    - i. General and Personnel
    - ii. Finance
    - iii. Policy
- X. Executive Director's report for March 2018, including WNPLD Development Council report. INFORMATION {5}
- XI. New business
  - a. Budget FY 2018-2019. INFORMATION {20}
  - b. Other potentially actionable items: Agenda items May 2018 Regular Meeting. ACTION {5}
    - i. Friends of the Library presentation
    - ii. Review of second draft of working Budget FY 18-19
    - iii. Possible transfer of funds from Expandable Trust to Endowment Fund
    - iv. Annually Review the Statement of Purpose and work on any advisory group
    - v. Other
- XII. 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.*
- XIII. Announcements {5}
  - a. By the chair
    - i. Communications to the public
    - ii. Upcoming calendar
      - 1. Next Committee of the Whole: Tuesday, May 1, 2018, 7:00 p.m.

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2. Next Regular Board Meeting: Tuesday, May 15, 2018, 7:00 p.m.
3. LACONI Annual Trustee Banquet, Friday, May 18, 2018, 6 – 9 p.m. Carleton of Oak Park
4. 45<sup>th</sup> Anniversary Public Celebration. Matthew Cordell, Caldecott Medal winner. May 19, 2018. Time 1:00 p.m. – 2:00 p.m.
5. Friends of the Library meeting: Thursday, May 24, 2018, 1:00 p.m.

b. By other trustees or the director

XIV. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 89 minutes }