

**Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees**

Jo Beckwith, President
Tom Colwell, Vice President
Andrea Farr Capizzi, Treasurer
Bonnie Sutton, Secretary

Anne Linsdau-Hoepfner
Kathleen Kettman
George Kotsinis

**Regular Board Meeting
Tuesday, June 19, 2018
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, Farr Capizzi, Kettman, Kotsinis, Linsdau and Sutton

Trustees absent: Colwell

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, Doug Schultze and Sandy Beda

Pledge of Allegiance

President Beckwith led those present in the Pledge of Allegiance.

Reading of Mission Statement

President Beckwith read the Mission Statement aloud.

Public Comments, Correspondence and Communications. None

Consent Agenda

- a. Secretary's report. Approval of minutes of the Regular Meeting May 15, 2018.
- b. Monthly Financial Report for April 2018.
- c. Approval of payrolls for May 2018.
- d. Approval of bills payable for June 2018.
- e. Patron suggestions from May 2018.
- f. Board Policies for Approval:
 - i. 2001 Budget and Finance

ii. 3015 Materials Selection

Trustee Kettman moved and Trustee Linsdau seconded that the Consent Agenda be approved as presented.

The motion carried on a voice vote.

Absent: Colwell

President's Report

President Beckwith presented a written report in the packet. President Beckwith told the Board that she'd received a call from a patron who wanted to express her appreciation for the wonderful service she'd received from Meg Schmaus at the Circulation Desk.

Vice President Colwell arrived at 7:02 p.m.

Reports of Other Trustees

Treasurer Farr Capizzi shared that she had had the opportunity to experience the annual tornado drill while at the Library. The drill was well organized, and all patrons reportedly followed protocols set by the staff.

Reports of Standing Committees

a. Committee of the Whole – Meeting of June 5, 2018

i. General and Personnel

ii. Policy

Executive Director's Report for May 2018 to include strategic plan progress report

Executive Director Livergood presented a written report in the packet.

New Business

a. Eliminating Overdue Fines on Library Materials.

Trustee Kettman moved and President Beckwith seconded that Warren-Newport Public Library District go fine free.

The motion carried on a roll call vote as follows:

Ayes: Kettman, Kotsinis, Sutton, Linsdau, Beckwith

Nays: Farr Capizzi, Colwell

b. Policy 2040 Wage Scale.

Treasurer Farr Capizzi moved and Trustee Linsdau seconded that Policy 2040 Wage Scale be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Farr Capizzi, Kettman, Kotsinis, Sutton, Colwell, Linsdau, Beckwith

c. Adopting of working budget for FY 2018-2019.

Treasurer Farr Capizzi moved and Trustee Kotsinis seconded to approve the budget for FY 2018-2019 as presented with the amendment of reclassifying snow removal to building, sites & maintenance.

The motion carried on a roll call vote as follows:

Ayes: Kotsinis, Farr Capizzi, Sutton, Colwell, Kettman, Linsdau, Beckwith

d. Ordinance 2017/2018-8 Annual Regular Meeting Schedule for FY 2018-2019.

Trustee Kotsinis moved and Secretary Sutton seconded that Ordinance 2017/2018-8 Annual Regular Meeting Schedule for FY 2018-2019 be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Kettman, Sutton, Colwell, Linsdau, Kotsinis, Farr Capizzi, Beckwith

e. Ordinance 2017/2018-9 Prevailing Wage Rate for FY 2018/2019.

Trustee Linsdau moved and Treasurer Farr Capizzi seconded that Ordinance 2017/2018-9 Prevailing Wage Rate for FY 2018/2019 be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Linsdau, Colwell, Sutton, Kotsinis, Kettman, Farr Capizzi, Beckwith

f. Ordinance 2017/2018-10 Transfer to the Special Reserve Fund.

Treasurer Farr Capizzi moved and Trustee Kettman seconded to adopt Ordinance 2017/2018-10 as presented to Transfer to the Special Reserve Fund up to \$1,000,000.00.

The motion carried on a roll call vote as follows:

Ayes: Kotsinis, Kettman, Sutton, Colwell, Farr Capizzi, Linsdau, Beckwith

g. Other potentially actionable items: Agenda items for June 2018 Regular Meeting.

- i. Tentative Budget and Appropriations Ordinance
- ii. Building, Sites & Maintenance Ordinance
- iii. Annual Review of Non-Resident Card Participation
- iv. Audit of closed minutes
- v. Begin work on audit
- vi. IPLAR FY 2017-2018
- vii. Other

Enter into Executive Session to consider the selection of a person to fill a public office [5 ILS 120/2.(c)(3)]

Trustee Kotsinis moved and President Beckwith seconded that the Board enter into Executive Session, along with Executive Director Livergood, to consider the selection of a person to fill the vacancy in the office of library trustee. The motion carried on a unanimous voice vote.

The Board entered into Executive Session at 7:31 p.m.

Reconvene Regular Meeting

The Regular meeting reconvened at 7:55 p.m.

Public Forum. None.

Announcements

- a. By the chair:
 - i. Upcoming calendar
 - 1. Next Regular Board Meeting: Tuesday, July 17, 2018, 7:00 p.m.
 - 2. Next Committee of the Whole: Tuesday, August 7, 2018, 7:00 p.m.

Adjournment

Vice President Colwell moved and Trustee Linsdau seconded that the meeting be adjourned. The motion carried on a voice vote.

President Beckwith adjourned the meeting at 7:57 p.m.

Bonnie Sutton, Secretary

Approved: _____

Celia G. Ornelas, Recording Secretary