

# Warren Newport Public Library

## **Board of Trustees**

Committee of the Whole

**Tuesday, September 4, 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 {25}
  - a. Review July 2018 financial statements
  - b. FY 2018-2019 Budget
  - c. Budget and Appropriation Ordinance
  - d. Audit
  - e. Treasurer's annual report of all receipts and expenditures
  - f. Transfer unexpended funds from prior FY to Special Reserve Fund
- IV. Policy Committee of the Whole: Kathleen Kettman, Chair {25}
  - a. 3065 Unattended Children
  - b. 4030 Freedom of Information Act
- V. Personnel Committee of the Whole: Jo Beckwith, President {15}
  - a. 301 Employee Benefits
  - b. 316 Health Insurance
- VI. General Committee of the Whole: Jo Beckwith, President {30}
  - a. WNPL Development Council / Fundraising Update

- b. Trustee Development & Training:
  - i. Trustee Facts File, Chapter 6-10
  - ii. Andrea Farr Capizzi: slides of visit to CPL
  - iii. Decision on Membership to ALA and ILA
- VII. Agenda items for Committee of the Whole for Next Month {5}
  - a. Finance:
    - i. Review of August 2018 financial statements
  - b. Buildings and Grounds
    - i. Library Tour
    - ii. Landscaping
    - iii. Parking lot
  - c. Policy and Bylaws
  - d. Personnel
  - e. General
  - f. Per Capita Grant Training Requirements
- VIII. Announcements {2}
  - a. Public Hearing, Monday, September 17, 2018, 6:45 p.m.
  - b. Regular Board Meeting, Monday, September 17, 2018, 7:00 p.m.
  - c. Committee of the Whole, Tuesday, October 2, 2018, 7:00 p.m.
- IX. Adjournment {1}  
{Estimated duration: 128 minutes}