

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

Jo Beckwith, President  
George Kotsinis, Vice President  
Andrea Farr Capizzi, Treasurer  
Bonnie Sutton, Secretary

Jennifer Cheng  
Kathleen Kettman  
Anne Linsdau-Hoeppe

**PUBLIC HEARING  
Budget & Appropriation for Fiscal Year 2018-2019  
Monday, September 17, 2018  
McCullough Room**

**Call to Order, Roll Call, and Determination of Quorum**

President Beckwith called the Public Hearing to order at 6:45 p.m.  
Trustees present: Beckwith, Farr Capizzi, Kettman, Kotsinis and Sutton.  
Trustee Cheng arrived at 6:46 p.m.  
Trustee absent: Linsdau.

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, Noreen Reese and Sandy Beda.

**Public Comments.** None.

**Adjournment**

President Beckwith adjourned the Public Hearing at 7:00 p.m.

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**Regular Board Meeting  
Monday, September 17, 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, Cheng, Farr Capizzi, Kettman, Kotsinis and Sutton  
Trustee absent: Linsdau

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, Kevin Getty, Noreen Reese 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 August 21, 2018.
- b. Approval of payrolls for August 2018.
- c. Approval of bills payable for July 2018.
- d. Patron suggestions from August 2018.
- e. Board policy for approval: 4030 Freedom of Information Act.
- f. Personnel policies for approval:
  - i. 301 Employee Benefits
  - ii. 316 Health Insurance

Treasurer Farr Capizzi removed item a. Secretary's Report: Approval of minutes of the Regular Meeting August 21, 2018, from the Consent Agenda.  
President Beckwith removed item e. Board Policy 4030 Freedom of Information Act from the Consent Agenda.

Treasurer Farr Capizzi moved and Trustee Kettman seconded to approve the Consent Agenda minus item a. and e.  
The motion carried on a voice vote.  
Absent: Linsdau

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

Treasurer Farr Capizzi moved and President Beckwith seconded to approve the minutes of the Regular Meeting August 21, 2018 as amended.  
The motion carried on a voice vote.  
Absent: Linsdau

President Beckwith moved and Secretary Sutton seconded to approve Policy 4030 Freedom of Information Act as amended.  
The motion carried on a voice vote.  
Absent: Linsdau

### **President's Report**

President Beckwith presented a written report in the packet.

### **Reports of Other Trustees**

Vice President Kotsinis acknowledged the "Moon Over Gurnee" program currently occurring in front of the library. The Lake County Astronomical Society members set up a selection of telescopes for the public's use and were inviting people to view the moon, Saturn and Mars.

### **Reports of the Standing Committees**

- a. Committee of the Whole – Meeting of September 4, 2018.
  - i. Personnel and General
  - ii. Finance
  - iii. Policy

### **Executive Director's Report for August 2018, to include strategic plan progress report**

Executive Director Livergood presented a written report in the packet.

## **New Business**

a. Front of Library landscaping.

Executive Director Livergood discussed a proposal for landscape improvements for the front entrance of the Library. Kevin Getty, Head of Technology & Facilities, distributed the landscape design proposal currently being considered. This item will be discussed further at the October Committee of the Whole meeting.

b. Policy 3063 Unattended Children.

Treasurer Farr Capizzi moved and President Beckwith seconded to approve Policy 3063 Unattended Children as presented.

The motion carried on a roll call vote as follows:

Ayes: Farr Capizzi, Cheng, Kotsinis, Sutton, Beckwith

Nays: Kettman

Absent: Linsdau

c. WNPLD Development Council/Fundraising Update.

Executive Director Livergood gave a brief update regarding WNPL fundraising. This item will be postponed until the Regular Meeting October 16, 2018.

d. Resolution 2018/2019-1 Proclamation for National Friends of the Library Week. President Beckwith read the proclamation aloud.

Treasurer Farr Capizzi moved and Trustee Kettman seconded to approve Resolution 2018/2019-1 Proclamation for National Friends of the Library Week.

The motion carried on a roll call vote as follows:

Ayes: Kettman, Sutton, Cheng, Kotsinis, Farr Capizzi, Beckwith

Absent: Linsdau

e. FY 2018-2019 Budget.

Treasurer Farr Capizzi moved and Vice President Kotsinis seconded to approve FY 2018-2019 Budget as presented.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Kotsinis, Cheng, Farr Capizzi, Kettman, Beckwith

Absent: Linsdau

f. Ordinance 2018/2019-4 Budget and Appropriation for FY 2018-2019.

Treasurer Farr Capizzi moved and Trustee Kettman seconded to approve Ordinance 2018/2019-4 Budget and Appropriation for FY 2018-2019.

The motion carried on a roll call vote as follows:

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

Absent: Linsdau

- g. Other potentially actionable items: Agenda items for October 2018 Regular Meeting.
  - i. Resolution 2018/2019-2 to determine estimate of funds needed for 2018/2019 Fiscal Year.
  - ii. Presentation of Audited Financial Statement for FY ended June 30, 2018.
  - iii. Quarterly Board self-evaluation of board goals.
  - iv. Evaluation of Executive Director.

**Public Forum.** None.

**Announcements**

- a. By the Chair:
  - i. Communications to the public
  - ii. Upcoming calendar
    - 1. Next Committee of the Whole: Tuesday, October 2, 2018, 7:00 p.m.
    - 2. Next Regular Board Meeting: Tuesday, October 16, 2018, 7:00 p.m.
    - 3. Friends of the Library Week, October 21-27, 2018
    - 4. ILA Trustee Forum: Thursday, October 11, 2018. Peoria Civic Center

**Adjournment**

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

The motion carried on a voice vote.

President Beckwith adjourned the meeting at 8:01 p.m.

/s/ Bonnie Sutton  
Bonnie Sutton, Secretary

Approved: October 16, 2018

/s/ Celia G. Ornelas  
Celia G. Ornelas, Recording Secretary