

**Warren-Newport Public Library District  
Board of Trustees  
Committee of the Whole Report  
Summary, Policy, Personnel, and General**

**Date, and Location:** March 5, 2019 McCullough Board Room

**Members Attending:** Anne Linsdau Hoepfner, Andrea Farr Capizzi, Jennifer Cheng, Bonnie Sutton, George Kotsinis, Jo Beckwith, Ryan Livergood

**Also Attending:** Jane Lindquist, Noreen Reese

**Overall Summary:**

The meeting was called to order at 7:00 p.m. Committee of the Whole included: Finance, Buildings and Grounds, Policy, and General topics. Reports of each area follow. Trustee Linsdau moved and Trustee Kotsinis seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 8:55 p.m.

Jane Lindquist, the newly elected President of the Friends of the Library, introduced herself to the Board.

**Policy Work:**

2035 Disposal or Sale of Library Property: Title change. Addition of artwork in the list of types of property that can be disposed of or sold. Language to dovetail this policy with 3057. Consensus to approve.

3057 Art Collection: Addition of Article 4 Deacquisition of Art. Language to dovetail this policy with 2035. Consensus to approve.

3007 Standards of Public Service: Minor changes only. Consensus to approve.

3030 Programming: Minor changes only. Consensus to approve.

4013 Gift Donation: Correction of Gold Leaf Legacy Tree amount. Correction of typos in forms. Consensus to approve.

3031 Alcoholic Beverages: New policy. Minor language changes to the draft. Consensus to approve

**Personnel Topics:**

Paid parental leave: Consensus to include in personnel policy 601 Leaves of Absence for April CW

**General Topics:**

George shared the results from the Board Self-Evaluation survey. He will send them to everyone. Due to time constraints, we will schedule the discussion of progress on last year's goals and selection of this year's goals to another meeting.

**Announcements:**

SEI filings can be filled out electronically only until March 15. After that, the filing must be on paper by May 15.

**Recommendation(s) for Board Action**

2035 Disposal or Sale of Library Property: Approve via consent agenda  
3057 Art Collection: Approve via consent agenda  
3007 Standards of Public Service: Approve via consent agenda  
3030 Programming: Approve via consent agenda  
4013 Gift Donation: Approve via consent agenda  
3031 Alcoholic Beverages: Approve via new business

**Tasks Pending**

Ryan, Jen, and Jo: Edit 601 Leaves of Absence to include paid parental leave for April CW  
George: Send out Board Self-Evaluation survey results ASAP

**Policy, Personnel and General Agenda item(s) for next Committee of the Whole:**

1017 Board Self-Evaluation  
2013 Audit  
4018 Naming Facilities  
4025 Community and Media Relations  
601 Leaves of Absence

Jo Beckwith, President  
3/5/2019