

Warren Newport Public Library

Board of Trustees

Regular Meeting

May 21, 2019 7:00 PM

McCullough Board 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. From Lake County Clerk: Abstract of votes in Consolidated Election April 2, 2019.
 - ii. Memoranda from legal counsel, if any.
 - iii. 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:
 - i. Regular Meeting April 23, 2019
 - ii. Executive Session April 9, 2019, to remain closed to the public
 - iii. Executive Session April 23, 2019, to remain closed to the public
 - iv. Executive Sessions I & II, May 7, 2019, to remain closed to the public
 - b. Reports of Standing Committees. Committee of the Whole Meeting, May 7, 2019

- i. Finance
 - ii. Building and Grounds
 - iii. Summary, Policy, Personnel, and General
- c. Monthly financial report for March 2019.
 - d. Approval of payrolls for April 2019.
 - e. Approval of bills payable for March 2019.
 - f. Patron suggestions from April 2019.
 - g. Approval of Board Policies:
 - i. 3053 Study Rooms
 - ii. 3055 Display and Literature Distribution
 - h. Approval of Personnel Polices:
 - i. 603 Personal Leave
 - ii. 605 Military Leave

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.

- VI. Item(s) removed from consent agenda, if any. ACTION {2}
- VII. Resolution 2018/2019-4 to appoint a new Library Trustee. ACTION {5}
MOTION: THAT RESOLUTION 2018/2019-4 TO APPOINT PHYLLIS LEMMON TO FILL THE VACANCY UNTIL THE NEXT REGULAR LIBRARY ELECTION IN APRIL 2021 BE APPROVED AS PRESENTED
- VIII. Swearing in of newly appointed trustee. ACTION {5}
- IX. Swearing in of Trustees elected April 2, 2019, by the secretary. ACTION {10}
- X. Recess for informal acknowledgement of incoming Trustees {20}
- XI. Adjournment *sine die*, (adjournment “without day,” a final adjournment that has the effect of dissolving the outgoing board) ACTION {1}
MOTION: THAT THE MEETING BE ADJOURNED *SINE DIE*.
- XII. Seating of the new board {5}
 - a. Election of president pro tempore, presided over by immediate past president. ACTION.

- b. Election of secretary pro tempore, presided over by president pro tempore. ACTION.
 - c. Call to order, roll call, and determination of quorum.
- XIII. Election of officers. Election of president or a slate of candidates is chaired by president pro tempore. New president takes chair upon election, and unless elected as part of a slate of nominees, presides over the elections of vice-president, treasurer, and secretary. New secretary then takes over for secretary pro tempore. ACTION {10}
- XIV. Appointment of Chairpersons by new president. ACTION {5}
- XV. President's Report. INFORMATION {5}
- XVI. Reports of other Trustees. INFORMATION {5}
- XVII. Executive Director's report. INFORMATION {5}
- XVIII. New business.
- a. Approval of board roster. ACTION {2}
MOTION: THAT THE BOARD RATIFY THE CURRENT BOARD ROSTER FOR FILING.
 - b. Signature Cards for Officers. INFORMATION{2}
 - c. Semi-Annual review of closed session minutes. INFORMATION{5}
 - d. Other potentially actionable items: Agenda items June 2019 Regular Meeting. {5}
 - i. Ordinance for Regular Meeting Schedule for FY 2019-2020
 - ii. Ordinance to Transfer to the Special Reserve Fund
 - iii. Adoption of working budget for Fiscal Year 2019-2020.
 - iv. Other.
- XIX. Enter into Executive Session to consider the purchase of real property [5 ILCS 120/2.(c)(5)]. ACTION {30}
MOTION: THAT THE BOARD ENTER INTO EXECUTIVE SESSION, ALONG WITH EXECUTIVE DIRECTOR LIVERGOOD, TO CONSIDER THE PURCHASE OF REAL PROPERTY.
- XX. Reconvene Regular Meeting {1}
- XXI. 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.

XXII. Announcements. {5}

a. By the chair.

- i. Communications to the public.
- ii. Upcoming calendar.
 1. Friends of the Library (FOL) Meeting, Thursday, May 23, 2019.
 2. Library Closure for Memorial Day, Monday, May 27, 2019.
 3. Summer Reading Kick Off: Saturday, June 1, 2019.
 4. Next Committee of the Whole Meeting: Tuesday, June 4, 2019.
 5. Next Regular Board Meeting: Tuesday, June 18, 2019, 7:00 p.m.

b. By other trustees or the director.

XXIII. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.
{Estimated total duration 169 minutes}