

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

Jo Beckwith, President  
George Kotsinis, Vice President  
Bonnie Sutton, Secretary

Andrea Farr Capizzi, Treasurer  
Jennifer Cheng  
Anne Linsdau-Hoepfner

**Regular Board Meeting  
Tuesday, April 23, 2019  
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, Kotsinis, Linsdau and Sutton.

Also present: Ryan Livergood, Executive Director and acting Recording Secretary; Noreen Reese and Kevin Getty.

**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. Reports of Standing Committees. Committee of the Whole Meeting, April 9, 2019.
  - i. Finance
  - ii. Building and Grounds
  - iii. Summary, Policy, Personnel, and General
- b. Monthly financial report for February 2019.
- c. Approval of payrolls for March 2019.
- d. Approval of bills payable for February 2019.
- e. Patron suggestions from March 2019.
- f. Approval of Board Policies:
  - i. 1017 Board Self-Evaluation

- ii. 2013 Audit
- iii. 4018 Naming Facilities
- iv. 4025 Community and Media Relations
- g. Approval of Personnel Policy 601 Leaves of Absence
- h. Elimination of Personnel Policies:
  - i. 601 Medical Leave
  - ii. 602 Family Leave
  - iii. 606 Military Leave
  - iv. 607 Pregnancy-Related Absences

Vice President Kotsinis moved and Secretary Sutton seconded to approve the Consent Agenda as presented.  
The motion carried on a unanimous voice vote.

### **President's Report**

President Beckwith presented a written report in the packet.

### **Reports of Other Trustees**

Vice President Kotsinis and two of his children attended the "Reptomania and More" program. They enjoyed the program very much.

Treasurer Farr Capizzi utilized the Museum Pass service offered by the library. She had not had an occasion to utilize this service in the past, but reported that she appreciated this opportunity, and used a pass to enjoy a visit to the zoo with her son.

### **Executive Director's Report for April 2019**

Executive Director Livergood presented a written report.

### **New Business**

- a. Secretary's Report. Approval of Minutes of the Regular Meeting March 19, 2019.

Treasurer Farr Capizzi moved and Vice President Kotsinis seconded to approve the Minutes of the Regular Meeting March 19, 2019 as presented.

The motion carried on a roll call vote as follows:

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

- b. Secretary's Report. Approval of minutes of Executive Session March 19, 2019, to remain closed to the public.

Treasurer Farr Capizzi moved and Vice President Kotsinis seconded to approve the minutes of Executive Session of March 19, 2019 as presented, to remain closed to the public.

The motion carried on a roll call vote as follows:

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

Abstain: Linsdau

- c. Other potentially actionable items: Agenda items for May 2019 Regular Meeting.
  - i. Installation of new board and officers
  - ii. Other.

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

Trustee Linsdau moved and President Beckwith seconded that the Board, along with Executive Director Livergood, enter into Executive Session 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 of Trustees entered into Executive Session at 7:29 p.m.

**Reconvene Regular Meeting**

The Regular Meeting reconvened at 7:45 p.m.

**Public Forum.** None

**Announcements**

- a. By the Chair:
  - i. Communications to the public.
  - ii. Upcoming calendar.
    - 1. Bingo in the Books. Friday, April 26, 2019, 6:30 p.m.
    - 2. Next Committee of the Whole: Tuesday, May 7, 2019, 7:00 p.m.
    - 3. Next Regular Board Meeting: Tuesday, May 21, 2019, 7:00 p.m.
- b. By other Trustees or Executive Director.

Executive Director Livergood submitted a proposal to discuss a presentation at ILA targeted to Trustees about going fine free. The proposal was accepted. As a result, Executive Director Livergood, Head of Circulation, Meg Schmaus, and President Beckwith, will present at the 2019 ILA Conference. They will be joined by presenters from the Ela Area and Vernon Area Libraries.

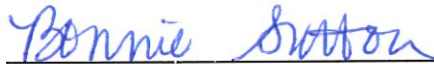
Trustee Cheng shared that April 23<sup>rd</sup> is celebrated in many countries as the International Day of the Book. In the past, Secretary Sutton celebrated the International Day of the Book by distributing free books at community businesses as people exited the stores.

### **Adjournment**

Treasurer Farr Capizzi moved and President Beckwith seconded that the meeting be adjourned.

The motion carried on a unanimous voice vote.

President Beckwith adjourned the meeting at 7:51 p.m.



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Bonnie Sutton, Secretary

Approved: May 21, 2019



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Ryan Livergood  
Recording Secretary