

Warren Newport Public Library

Board of Trustees

Regular Meeting

June 18, 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. Memoranda from legal counsel, if any.
 - ii. 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 May 21, 2019
 - ii. Executive Session May 21, 2019, to remain closed to the public
 - b. Reports of Standing Committees. Committee of the Whole Meeting, June 4, 2019
 - i. Finance
 - ii. Building and Grounds
 - iii. Summary, Policy, Personnel, and General
 - c. Monthly financial report for April 2019.
 - d. Approval of payrolls for May 2019.
 - e. Approval of bills payable for April 2019.
 - f. Patron suggestions from May 2019.

- g. Approval of Board Policy 1003 Electronic Participation at Meetings
MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED
- VI. Item(s) removed from consent agenda, if any. ACTION {2}
- VII. President's Report. INFORMATION {5}
- VIII. Reports of other Trustees. INFORMATION {5}
- IX. Executive Director's report. INFORMATION {10}
- X. New business.
 - a. Resolution 2018/2019-5 to accept the resignation of Phyllis Lemmon and declare a library trustee vacancy. ACTION {5}
MOTION: THAT RESOLUTION 2018/2019-5 TO ACCEPT THE RESIGNATION OF PHYLLIS LEMMON AND DECLARE A LIBRARY TRUSTEE VACANCY BE APPROVED AS PRESENTED
 - b. Monthly financial report for May 2019. ACTION {10}
 - c. Personnel Policy 303 Vacation Benefits. INFORMATION AND POSSIBLE ACTION {20}
MOTION: THAT PERSONNEL POLICY 303 VACATION BENEFITS BE APPROVED AS PRESENTED.
 - d. Policy 2040 Wage Scale. ACTION {2}
MOTION: THAT POLICY 2040 WAGE SCALE BE APPROVED AS PRESENTED.
 - e. Adopting of working budget for FY 2019-2020. ACTION {10}
MOTION: THAT WORKING BUDGET FOR FY 2019-2020 BE APPROVED AS PRESENTED
 - f. Ordinance 2018/2019-7 Annual Meeting Schedule for FY 2019-2020. ACTION {2}
MOTION: TO APPROVE ORDINANCE 2018/2019-7 ANNUAL MEETING SCHEDULE FOR FY 2019-2020 AS PRESENTED.
 - g. Staff Development. ACTION {2}

MOTION: THAT THE LIBRARY SHOULD BE CLOSED ON FRIDAY, SEPTEMBER 13 FOR STAFF DEVELOPMENT DAY 2019.

- h. Other potentially actionable items: Agenda items July 2019 Regular Meeting. {5}
 - i. Building, Sites & Maintenance Ordinance
 - ii. Annual Review of Non-Resident Card Participation Ordinance
 - iii. Tentative Budget and Appreciation Ordinance
 - iv. IPLAR - Audit of Regular minutes FY 2018-2019
 - v. Audit of closed minutes
 - vi. Begin work on audit
 - vii. Other.

- XI. Enter into Executive Session to consider the selection of a person to fill a public office [5 ILCS 120/2.(c)(3)]. ACTION {30}

RESOLVED, THAT THE BOARD ENTER INTO EXECUTIVE SESSION, ALONG WITH EXECUTIVE DIRECTOR LIVERGOOD, TO CONSIDER THE SELECTION OF A PERSON TO FILL THE VACANCY IN THE OFFICE OF LIBRARY TRUSTEE.

- XII. Reconvene Regular Meeting {1}

- XIII. 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.

- XIV. Announcements. {5}
 - a. By the chair.
 - i. Communications to the public.
 - ii. Upcoming calendar.
 - 1. Library Closed. Independence Day, Thursday, July 4.
 - 2. Celebration Square, Saturday, July 13, 1:30 p.m.
 - 3. Next Regular Board Meeting: Tuesday, July 16, 2019, 7:00 p.m.
 - 4. Next Committee of the Whole Meeting: Tuesday, August 6, 2019.

5. ILA Annual Conference, Tinley Park Convention Center,
October 22-24, 2019. Trustee Day: 8 a.m. – 4 p.m., Thursday,
October 24.

b. By other trustees or the director.

XV. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 155 minutes }