

**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, July 16, 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, Kotsinis, Linsdau and Sutton.

Trustees absent: Farr Capizzi.

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

- a. Public Comments. None.
- b. Written:
  - i. Thank you letter to the Board of Trustees from Eddie Kristan, WNPL Security Supervisor, for providing the financial support to complete his MLS degree.

**Consent Agenda**

- a. Secretary's Report. Approval of Minutes:
  - i. Regular Meeting June 18, 2019.
  - ii. Executive Session June 18, 2019, to remain closed to the public.
- b. Approval of payrolls for June 2019.
- c. Approval of bills payable for May 2019.
- d. Patron suggestions from June 2019.

Vice President Kotsinis moved and President Beckwith seconded to approve the Consent Agenda as presented.  
The motion carried on a voice vote.  
Absent: Farr Capizzi

### **President's Report**

President Beckwith presented a written report in the packet.

**Reports of Other Trustees.** None.

### **Executive Director's Report**

Executive Director Livergood presented a written report in the packet.

### **New Business**

- a. The Flex Space: Award of contract for renovation.

Vice President Kotsinis moved and Trustee Linsdau seconded to award the contract for renovation of the Flex Space in the amount of \$76,700 to Rafaelo Construction Group, LLC.

The motion carried on a roll call vote as follows:

Ayes: Cheng, Sutton, Kotsinis, Linsdau, Beckwith

Absent: Farr Capizzi

- b. Ordinance 2019/2020-1 Building, Sites and Maintenance Levy 2019-2020.

Vice President Kotsinis moved and Trustee Cheng seconded that Ordinance 2019/2020-1 Building, Sites and Maintenance Levy 2019-2020 be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Linsdau, Kotsinis, Cheng, Beckwith

Absent: Farr Capizzi

- c. Ordinance 2019/2020-2 Non-Resident Library Card Program.

President Beckwith moved and Trustee Linsdau seconded that Ordinance 2019/2020-2 Non-Resident Library Card Program be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Linsdau, Cheng, Sutton, Kotsinis, Beckwith

Absent: Farr Capizzi

d. Ordinance 2019/2020-3 Tentative Budget & Appropriation Ordinance. President Beckwith moved and Vice President Kotsinis seconded to approve Ordinance 2019/2020-3 Tentative Budget & Appropriation Ordinance as presented.

The motion carried on a roll call vote as follows:

Ayes: Cheng, Kotsinis, Linsdau, Sutton, Beckwith

Absent: Farr Capizzi

e. Setting the public hearing for the annual budget and appropriations. Secretary Sutton moved and President Beckwith seconded that the public hearing for annual budget and appropriation be set for Tuesday, September 17, 2019, at 6:45 p.m. in the McCullough Room.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Kotsinis, Cheng, Linsdau, Beckwith

Absent: Farr Capizzi

f. Policy 307 Sick Leave Benefits.

President Beckwith moved and Trustee Linsdau seconded that Policy 307 Sick Leave Benefits be approved as presented.

The motion carried on a voice vote.

Absent: Farr Capizzi

g. Approve of Board Roster as of July 16, 2019.

Vice President Kotsinis moved and President Beckwith seconded that Board ratify the current board roster as of July 16, 2019 for filing as presented.

The motion carried on a voice vote.

Absent: Farr Capizzi

h. Trustee Office vacancy.

President Beckwith updated the Board on recent developments.

i. Audit of Regular minutes FY 2018-2019.

President Beckwith and Trustee Cheng volunteered to audit the minutes of the Regular Meetings Fiscal Year 2018-2019.

j. Semi Annual review of closed minutes.

Secretary Sutton and Vice President Kotsinis presented a written report of the review.

President Beckwith moved and Vice President Kotsinis seconded to approve the Semi Annual review of closed minutes as presented.

The motion carried on a voice vote.

Absent: Farr Capizzi

k. Debt Refinancing

Executive Director Livergood presented written information in the packet.

1. Other potentially actionable items: Agenda items for August 2019 Regular Meeting.
  - i. Monthly financial report for June 2019.
  - ii. Appointment of new Trustee.
  - iii. Resolution 2019/2020-1 Selection of Library Materials and Use of Library Materials and Facilities.
  - iv. 2019 Illinois Public Library Annual Report FY 18-19.
  - v. Treasurer's Annual Report of all Receipts and Expenditures.
  - vi. Begin work on audit.
  - vii. Other.

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

President Beckwith moved and Trustee Cheng seconded 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.

The motion carried on a voice vote

Absent: Farr Capizzi

The Board of Trustees entered into Executive Session at 7:35 p.m.

**Reconvene Regular Meeting**

Regular Meeting reconvened at 7:47 p.m.

**Public Forum.**

Deputy Director Reese reported on the popularity of our passive programming in the Youth Services department this summer.

**Announcements**

- a. By the Chair:
  - i. Upcoming calendar
    1. Next Committee of the Whole Meeting: Tuesday, August 6, 2019, 7:00 p.m.
    2. Next Regular Board Meeting: Tuesday, August 20, 2019, 7:00 p.m.
    3. Friends of the Library meeting: Thursday, August 22, 1 p.m.
    4. Gurnee Days, August 8-11. This year's theme is "*Hooray for Hollywood*".
      - Honoree Dinner & Ceremony*: Thursday, 6 p.m.
      - WNPL-Popeye and Sailor the Amazing Dog*: Saturday, 10 a.m.
      - Rib Eating Contest*: Saturday, 2:30 p.m.
      - Parade*: Sunday, 12 p.m.

**Adjournment**

Trustee Linsdau moved and President Beckwith seconded that the meeting be adjourned.

The motion carried on a voice vote.

President Beckwith adjourned the meeting at 7:53 p.m.

/s/ Bonnie Sutton  
Bonnie Sutton, Secretary

Approved: August 20, 2019

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