

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

**October 15, 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. Presentation of Audited Financial Statement by Eder, Casella & Company for FY ended June 30, 2019. ACTION {30}

MOTION: THAT THE FINANCIAL STATEMENT FOR FY ENDED JUNE 30, 2019 AS AUDITED BY EDER, CASELLA & COMPANY, BE ACCEPTED FOR FILING.
- VI. 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. Public Hearing: Budget & Appropriation for Fiscal Year 2019-2020, September 17, 2019
    - ii. Regular Meeting September 17, 2019
    - iii. Executive Session October 1, 2019
  - b. Reports of Standing Committees. Committee of the Whole Meeting October 1, 2019.
    - i. Finance

- ii. Building and Grounds
- iii. Policy
- iv. Summary, Personnel and General
- c. Monthly Financial Report for August 2019.
- d. Approval of payrolls for September 2019.
- e. Approval of bills payable for August 2019.
- f. Patron suggestions from September 2019.
- g. Approval of Board Policies:
  - i. 1030 Board Executive Director Responsibilities
  - ii. 1050 Board Correspondence
- h. Elimination of Board Policy 1059 WNPLD Development Council.

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED

- VII. Item(s) removed from consent agenda, if any. ACTION {2}
- VIII. President's Report. INFORMATION {5}
- IX. Reports of other Trustees. INFORMATION {5}
- X. Executive Director's report, to include updates on The Flex project and landscaping INFORMATION {5}
- XI. New business.
  - a. Resolution 2019/2020-5 to Determine Estimate of Funds Needed for FY 2019-2020. ACTION {5}MOTION: THAT RESOLUTION 2019/2020-5 TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR FY 2019-2020, BE APPROVED AS PRESENTED.
  - b. Strategic Plan Timeline. INFORMATION {15}
  - c. Quarterly Board self-evaluation board goals. INFORMATION {5}
  - d. Executive Director's Annual Performance Evaluation. INFORMATION {5}
  - e. Per Capita Grant Requirements. INFORMATION {5}
  - f. Other potentially actionable items: Agenda items October 2019 Regular Meeting. {5}
    - i. Annual Levy Ordinance
    - ii. Year-end bonuses for staff.
    - iii. Treasurer's Report of Annual Receipts and Disbursements.
    - iv. Other.

XII. 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.*

XIII. Announcements. {5}

a. By the chair.

i. Communications to the public.

ii. Upcoming calendar.

1. Next Committee of the Whole Meeting: Tuesday, November 5, 2019,  
7:00 p.m.

2. Regular Board Meeting: Tuesday, November 19, 2019, 7:00 p.m.

b. By other trustees or the director.

XIV. Adjournment. ACTION { <1 }

**MOTION: THAT THE MEETING BE ADJOURNED.**

{Estimated total duration 133 minutes}