

**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

Katherine Arnold  
Jennifer Cheng  
Anne Linsdau-Hoepfner

**PUBLIC HEARING  
Budget and Appropriation for Fiscal Year 2019-2020  
Tuesday, September 17, 2019  
McCullough Room**

**Call to Order, Roll Call, and Determination of Quorum**

President Beckwith called the Meeting to order at 6:45 p.m.

Trustees present: Arnold, Beckwith, Cheng, Farr Capizzi and Sutton.  
Trustees absent: Kotsinis and Linsdau.

Trustee Kotsinis arrived at 6:47 p.m.

Trustee Linsdau arrived at 6:51 p.m.

Also present: Executive Director Ryan Livergood and Celia G. Ornelas  
Recording Secretary.

**Public Comments.** None.

**Adjournment**

President Beckwith adjourned the Public Hearing at 7:00 p.m.

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**Regular Board Meeting  
Tuesday, September 17, 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: Arnold, Beckwith, Cheng, Farr Capizzi, Kotsinis, Linsdau and Sutton.

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

**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. Memoranda from Roger Ritzman, legal counsel: New Annexation requirements for Public Library Districts.

ii. Other:

A Daily Herald newspaper article acknowledged “Wadsworth Catholic School wins Warren-Newport Public Library District summer reading contest”.

Noah Lenstra, Creator of “Let’s Move Library”, announced on his Twitter account, that the third annual Go Gurnee Story Walk took place on September 7 at Hunt Club Park in collaboration with Warren-Newport Public Library District.

## **Consent Agenda**

- a. Secretary's Report. Approval of Minutes of the Regular Meeting August 20, 2019.
- b. Reports of Standing Committees. Committee of the Whole Meeting September 3, 2019.
  - i. Finance
  - ii. Building and Grounds
  - iii. Policy
  - iv. Summary, Personnel and General
- c. Approval of payrolls for August 2019.
- d. Approval of bills payable for July 2019.
- e. Patron suggestions from August 2019.
- f. Board Policies for approval:
  - i. 2007 Debt
  - ii. 3055 Display and Literature Distribution
  - iii. 4030 FOIA

Trustee Linsdau moved and Treasurer Farr Capizzi seconded that the Consent Agenda be approved as presented.

The motion carried on a unanimous voice vote.

## **New Business: Part 1**

Treasurer Farr Capizzi moved and President Beckwith seconded to postpone New Business: Part 1, to review later in the Agenda.

The motion carried on a unanimous voice vote.

## **President's Report**

President Beckwith presented a written report in the packet.

## **Reports of Other Trustees**

Treasurer Farr Capizzi did not call Lauterbach & Amen, LLP, because they had not completed our statements. Treasurer Farr Capizzi and Executive Director Livergood discussed appealing to the firm.

Executive Director Livergood will reach out to Lauterbach & Amen, LLP, because they are not consistently meeting WNPL expectations and deadlines.

## **Executive Director's Report, to Include Updates on the Flex Project and Landscaping**

Executive Director Livergood presented a written report in the packet.

### **New Business: Part 1**

Treasurer Farr Capizzi moved and President Beckwith seconded to open New Business: Part 1 for discussion.

The motion carried on a unanimous voice vote.

- a. Ordinance 2019/2020-4 An Ordinance Providing for the Issue of, not to Exceed \$6,815,000, General Obligation Refunding Bonds (Alternate Revenue Source), Series 2019, of the Warren-Newport Public Library District, Lake County, Illinois, and for the Levy of a Direct Annual Tax Sufficient to Pay the Principal of and Interest on Said Bonds.

Jamie Rachlin presented a printed report which he updated and reviewed it for the Board.

Treasurer Farr Capizzi moved and Vice President Kotsinis seconded that Ordinance 2019/2020-4 An Ordinance Providing for the Issue of, not to Exceed \$6,815,000, General Obligation Refunding Bonds (Alternate Revenue Source), Series 2019, of the Warren-Newport Public Library District, Lake County, Illinois, and for the Levy of a Direct Annual Tax Sufficient to Pay the Principal of and Interest on Said Bonds.

The motion carried on a roll call vote as follows:

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

- b. Discussion of bond sale results.  
Executive Director Livergood gave an oral update.

### **Old Business**

- a. Minutes of the Executive Session Meeting August 6, 2019, to remain closed to the public.

President Beckwith moved and Secretary Sutton seconded that the Minutes of the Executive Session Meeting August 6, 2019, to remain closed to the public.

The motion carried on a voice vote.

Abstain: Arnold

### **New Business: Part 2**

- a. Financial Statements for July 2019.

Treasurer Farr Capizzi moved and Vice President Kotsinis seconded that the Financial Statements for July 2019 be approved as presented.

The motion carried on a unanimous voice vote.

- b. Ordinance 2019/2020-5 Budget and Appropriation for FY 2019-2020.

Treasurer Farr Capizzi moved and Trustee Cheng seconded that Ordinance 2019/2020-5 Budget and Appropriation for FY 2019-2020 be approved as presented.

The motion carried on a roll call vote as follows:

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

- c. Resolution 2019/2020-3 Proclamation: National Friends of the Library Week.

President Beckwith moved and Secretary Sutton seconded that Resolution 2019/2020-3 Proclamation: National Friends of the Library Week be approved as presented.

The motion carried on a roll call vote as follows:

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

- d. Resolution 2019/2020-4 Calling for Macmillan to reverse eBook Embargo.

Vice President Kotsinis moved and President Beckwith seconded that Resolution 2019/2020-4 Calling for Macmillan to Reverse eBook Embargo be approved as presented.

The motion carried on a roll call vote as follows:

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

- e. Other potentially actionable items: Agenda items for October 2019 Regular Meeting.

- i. Resolution 2019/2020-5 to Determine Estimate of Funds Needed for FY 2019-2020 Fiscal Year.
- ii. Presentation of Audited Financial Statement for FY ended June 30, 2019.
- iii. Debt Refinancing.
- iv. Evaluation of Executive Director
- v. Review Chapters 11 – Appendices of the “Trustee Facts File Third Edition” for Per Capita and Equalization Grants requirements.
- vi. Board Policies:
  - 1. 1030 Board-Executive Director Responsibilities
  - 2. 1050 Board Correspondence
  - 3. 3001 Access to Materials

**Public Forum.** None

**Announcements**

- a. By the Chair:
  - i. Upcoming calendar
    - 1. Intergovernmental Picnic: Wednesday, September 25, 2019, 5:00 p.m.
    - 2. Next Committee of the Whole Meeting: Tuesday, October 1, 2019, 7:00 p.m.
    - 3. Regular Board Meeting: Tuesday, October 15, 2019, 7:00 p.m.
    - 4. Flex Dedication Public Event, Saturday, October 19, 2019, 10:30 a.m.
    - 5. ILA Annual Conference: October 22-24, 2019. Trustee Forum, Thursday, October 24, 2019.

**Adjournment**

Treasurer Farr Capizzi moved and Vice President Kotsinis seconded that the meeting be adjourned.  
The motion carried on a unanimous voice vote.  
President Beckwith adjourned the meeting at 8:05 p.m.

/s/ Bonnie Sutton  
Bonnie Sutton, Secretary

Approved: October 15, 2019

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