

Warren Newport Public Library

Board of Trustees

Regular Meeting

December 17, 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. Annual appeal letter.
 - iii. 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 of:
 - i. Regular Meeting November 19, 2019
 - ii. Executive Session November 19, 2019
 - b. Reports of Standing Committees. Committee of the Whole Meeting December 3, 2019.
 - i. Summary, Personnel and General
 - ii. Finance
 - iii. Building and Grounds
 - iv. Policy
 - c. Approval of payrolls for November 2019.
 - d. Approval of bills payable for October 2019.
 - e. Patron suggestions from November 2019.
 - f. Approval of Board Policies:

- i. 1025 Authority of Library Trustees
- ii. 3001 Access to Materials

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 November 2019. INFORMATION {5}
- X. Old business
 - a. The Flex update. INFORMATION {3}
 - b. Bookmobile update. INFORMATION AND POSSIBLE ACTION {3}
 - c. Strategic Plan 2020-2022 update. INFORMATION{5}
- XI. New business.
 - a. Monthly Financial Report for October 2019. ACTION {5}
 - b. Approval of Personnel Policy 702 Drug and Alcohol Use. ACTION {2}
 - c. Approval of 2020 Per Capita and Equalization Grants. ACTION {2}
 - MOTION: THAT THE 2020 PER CAPITA GRANT BE APPROVED FOR SUBMISSION.**
 - d. Board Self-Evaluation: Appointment of Committee. INFORMATION {5}
 - e. Semi-Annual review of closed session minutes. INFORMATION {5}
 - f. Other potentially actionable items: Agenda items January 2020 Regular Meeting. {5}
 - i. Monthly Financial Reports for November and December
 - ii. Board Self-Evaluation
 - iii. Ordinance 2019/2020-7 Bond Levy Abatement
 - iv. Fundraising update
 - v. Other.
- XII. Enter into Executive Session to review the performance of a specific employee [5ILCS 120/2.(c)(1)]. ACTION {30}

MOTION: THAT THE BOARD ENTER INTO EXECUTIVE SESSION [5ILCS 120/2.(c)(1)] TO DISCUSS THE PERFORMANCE OF THE EXECUTIVE DIRECTOR.

- XIII. Reconvene Regular Meeting. {1}
 - XIV. Motion(s) as a result of Executive Session. POSSIBLE ACTION {5}
 - XV. 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.

XVI. Announcements. {5}

a. By the chair.

i. Communications to the public.

ii. Upcoming calendar.

1. Special Meeting, Tuesday, January 7, 2020, 7:00 p.m.

2. Regular Board Meeting: Tuesday, January 21, 2020, 7:00 p.m.

3. Friends of the Library Meeting, Thursday, January 23, 2020, 1:00 p.m.

4. Next Committee of the Whole Meeting: Tuesday, February 4, 2020, 7:00 p.m.

b. By other trustees or the director.

XVII. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 134 minutes}