

Warren Newport Public Library

Board of Trustees

Regular Meeting

April 21, 2020 7:00 PM

Videoconference

Members of the public can attend the meeting by telephone:

312-626-6799 (when prompted, type in the following Meeting ID: 734 2754 4266)

Members of the public are encouraged to submit public comments prior to the meeting by sending an e-mail to [rlivergood\[at\]wnpl.info](mailto:rlivergood@wnpl.info) (substitute an “@” for the [at] in the e-mail address) using “Public Comment” in the subject line.

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 of the Regular Meeting March 17, 2020.
 - b. Reports of Standing Committees. Committee of the Whole Meeting, April 7, 2020.
 - i. Finance
 - ii. Building & Grounds
 - iii. Summary, Personnel and General

- c. Monthly financial report for January 2020.
- d. Approval of payrolls for March 2020.
- e. Approval of bills payable for February 2020.
- f. Personnel Policies for approval:
 - i. 514 Visitors in the Workplace
 - ii. 517 Internet Usage

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 reports. INFORMATION {5}
 - a. February 2020
 - b. March 2020
- X. Old business
 - a. Budget planning FY 2020-2021: Capital projects. INFORMATION {15}
 - b. Landscaping project. ACTION {5}

MOTION: THAT THE BOARD APPROVE BUDGET CHANGES FOR THE LIBRARY LANDSCAPING PROJECT AS PRESENTED.

- XI. New business.
 - a. FY 2019/2020 Budget Changes ACTION {5}
MOTION: THAT THE BOARD APPROVE CHANGES TO THE BUDGET FOR FISCAL YEAR 2019/2020 AS PRESENTED.
 - c. Resolution 2019/2020-7 Delegation of authority. ACTION {15}
MOTION: THAT THE BOARD APPROVE RESOLUTION 2019/2020-7 DELEGATION OF AUTHORITY AS PRESENTED.
 - d. Parking lot ACTION {5}
 - e. Other potentially actionable items: Agenda items May 2020 Regular Meeting. {5}
 - i. Monthly Financial Reports for February
 - ii. Tentative transfer of funds from Expandable Trust to Endowment
 - iii. 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. National Library Week: “Explore a New Chapter at Your Library”,
April 19 -25, 2020.

2. Next Committee of the Whole Meeting: Tuesday, May 5, 2020, 7:00
p.m.

3. Regular Board Meeting: Tuesday, May 19, 2020, 7:00 p.m.

b. By other trustees or the director.

XIV. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 113 minutes }