

**Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees**

Jo Beckwith, President	Katherine Arnold
George Kotsinis, Vice President	Jennifer Cheng
Bonnie Sutton, Secretary	Anne Linsdau-Hoepfner
Andrea Farr Capizzi, Treasurer	

**Regular Board Meeting
Tuesday, February 18, 2020
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, Farr Capizzi, Linsdau and Sutton.

Trustees absent: Cheng and Kotsinis.

Also absent: Executive Director Livergood.

Also present: Deputy Director Noreen Reese, Celia G. Ornelas Recording Secretary and Kevin Getty.

Vice President Kotsinis arrived at 7:04 p.m.

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. None.

Consent Agenda

- a. Reports of Standing Committees. Committee of the Whole Meeting, February 4, 2020.
 - i. Finance
 - ii. Building & Grounds
 - iii. Policies
 - iv. Summary, Personnel and General
- b. Approval of payrolls for January 2020.
- c. Approval of bills payable for December 2019.

- d. Patron suggestions from January 2020.
- e. Board Policies for approval:
 - i. 2015 Imprest Account
 - ii. 2022 Endowment Fund
 - iii. 3045 The Vault
 - iv. 3065 Technology Use by the Public
- f. Personnel Policies for approval:
 - i. 501 Safety
 - ii. 502 Work Schedules
 - iii. 505 Smoking

President Beckwith removed the Summary, Personnel, and General Report from Committee of the Whole February 4, 2020 from the Consent Agenda.

Treasurer Farr Capizzi moved and President Beckwith seconded that the Consent Agenda be approved as presented.

The motion carried on a voice vote.

Absent: Cheng, Kotsinis

Items(s) removed from Consent Agenda

President Beckwith moved and Secretary Sutton seconded to approve the Summary, Personnel, and General Report from Committee of the Whole February 4, 2020 as amended.

The motion carried on a voice vote.

Absent: Kotsinis, Cheng

President's Report

President Beckwith submitted a written report in the packet.

Vice President Kotsinis arrived.

Reports of Other Trustees

Trustee Linsdau attended the Presidents' Day Legislative Breakfast on Monday, February 17, 2020. She noted the conference was significant, and it was interesting to hear all different opinions. She met with some of the Representatives from our District.

Vice President Kotsinis had great experiences using two WNPL Digital Collections. One was Hoopla working with Amazon Echo. It was very convenient for him to listen to audiobooks on his Amazon Echo while at home. The second is PressReader, which is a really good service for reading Newspapers and Magazines from all over the world.

Deputy Director Noreen Reese added that Security Supervisor Eddie Kristan also attended the Presidents' Day Legislative Breakfast. He gave good feedback on the event.

Executive Director's Report December 2019

Executive Director Livergood submitted a written report in the packet. Deputy Director Reese gave an oral update.

Old Business

- a. Strategic Plan 2020-2022 update.
Deputy Director Reese gave an oral update.
- b. Board Self Evaluation.
Vice President Kotsinis gave an oral update. The survey will be ready for discussion and goal-setting at the Committee of the Whole meeting on March 3, 2020.

New Business

- a. Secretary's Report. Approval of Minutes of the Regular Meeting of January 21, 2020.

President Beckwith moved and Treasurer Farr Capizzi seconded that the Board approve Minutes of the Regular Meeting January 21, 2020 as presented.

The motion carried on a roll call vote as follows:

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

Abstain: Linsdau

Absent: Cheng

- b. Monthly Financial Report for December 2019.

Treasurer Farr Capizzi moved and Vice President Kotsinis seconded that the Board approve Monthly Financial Report for December 2019 as presented.

The motion carried on a voice vote.

Absent: Cheng

- c. Intergovernmental Agreement between Village of Gurnee and The Warren-Newport Public Library District to contract for the repair and maintenance of parking lots Phase two 2020.

Treasurer Farr Capizzi moved and Trustee Arnold seconded that the Board approve Intergovernmental Agreement between Village of Gurnee and the Warren-Newport Public Library District to contract for the repair and maintenance of parking lots Phase two 2020 as presented.

The motion carried on a roll call vote as follows:

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

Absent: Cheng

- d. Capital projects evaluation criteria.
Executive Director Livergood submitted a written report in the packet.
This item will be postponed to the next Committee of the Whole meeting of March 3, 2020.
- e. Other potentially actionable items: Agenda items for March 2020 Regular Meeting.
 - i. Monthly Financial Reports for January & February.

Public Forum. None

Announcements

- a. By the Chair:
 - i. Upcoming calendar
 1. Next Committee of the Whole Meeting: Tuesday, March 3, 2020, 7:00 p.m.
 2. Friends of the Library Book Sale, Saturday, March 7, 2020, 10:00 a.m. – 3:00 p.m.
 3. ILA 2020 Trustee Forum Workshop, Saturday, March 14, 2020, 8:00 a.m. Chicago Marriot Oak Brook
 4. Regular Board Meeting: Tuesday, March 17, 2020, 7:00 p.m.

Adjournment

Treasurer Farr Capizzi moved and President Beckwith seconded that the meeting be adjourned.

The motion carried on a unanimous voice vote.

President Beckwith adjourned the meeting at 7:20 p.m.

Bonnie Sutton, Secretary

Approved: _____

Celia G. Ornelas, Recording Secretary