

**Warren-Newport Public Library District  
Board of Trustees  
Committee of the Whole Report**

**Committee Work:** Finance

**Date and time:** May 5, 2020, 7:00pm – 7:25, via electronic participation

**Attendees:**

**Board:** Jo Beckwith, George Kotsinis, Bonnie Sutton, Andrea Farr Capizzi, Jennifer Cheng, Katherine Arnold, Anne Linsdau-Hoepfner,

**Library Staff:** Ryan Livergood, Noreen Reese, Gina Ornelas, Sandy Beda, Kevin Getty, Janice Marsh

Two other anonymous viewers.

**Summary:** What was discussed, reported on, accomplished? Was there consensus on a decision?

1. Financial statements for the period ended February 29, 2020, and March 31, 2020, were discussed and are recommended for approval at the May 19, 2020, board meeting.
2. The 2020/2021 budget of capital improvements was discussed. Many revenue items were reduced to plan for consequences of the shutdown caused by Covid 19. Expenses also reflect decreases to save money to accommodate the reduced level of expected revenues.
3. A contribution to the Endowment Fund was discussed. Executive Director Ryan Livergood will check on the amounts of past donations and the related Policy. To be included on the May 21, 2020 Board Meeting.

**Recommendation(s) for Board Action (if any):**

**Move that the Board Approve xxx (consent agenda) or (new business)**

Move that the Board approve February and March 2020 financial statements.

Discussion of a donation to the Endowment Fund and possible vote to make such a donation.

**Tasks Pending (if any) Who – What – When:** Who's doing the task? What is it? What's the deadline?

Budget is in process.

**Agenda item(s) for next Committee of the Whole:**

April financial statements.

2020/2021 fiscal year end budget.

**Submitted by/date:** Andrea Farr Capizzi / May 5, 2020