

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

May 19, 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: 828 7597  
9583)**

**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 April 21, 2020.
  - b. Reports of Standing Committees. Committee of the Whole Meeting, May 5, 2020.
    - i. Finance
    - ii. Building & Grounds
    - iii. Policy

- iv. Summary, Personnel and General
- c. Monthly financial report for February 2020.
- d. Monthly financial report for March 2020.
- e. Approval of payrolls for April 2020.
- f. Approval of bills payable for March 2020.
- g. Board Policies for approval:
  - i. 1003 Electronic Participation at Meetings

**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 for April 2020. INFORMATION {5}
- X. Old business
  - a. Budget planning FY 2020-2021: review of latest budget draft. INFORMATION {20}
- XI. New business.
  - a. WNPL Phased Building Reopening Plan. INFORMATION {30}
  - b. Transfer funds from Corporate Fund to Bond Fund. ACTION {5}  
**MOTION: THAT THE BOARD APPROVE THE TRANSFER OF \$176,159.03 FROM THE CORPORATE FUND TO BOND FUND.**
  - c. Transfer funds from Expendable Trust to Endowment Fund. POSSIBLE ACTION {10}  
**MOTION: THAT THE BOARD APPROVE THE TRANSFER OF FUNDS FROM EXPANDABLE TRUST TO ENDOWMENT FUND.**
  - c. Board Policy 1001 Bylaws. ACTION {5}  
**MOTION: THAT THE BOARD APPROVE POLICY 1001 BYLAWS AS PRESENTED.**
  - d. Library Van Purchase. INFORMATION AND POSSIBLE ACTION {15}
  - e. FY 2019/2020 Budget Changes. ACTION {15}  
**MOTION: THAT THE BOARD APPROVE CHANGES TO THE BUDGET FOR FISCAL YEAR 2019/2020 AS PRESENTED**
  - f. Other potentially actionable items: Agenda items June 2020 Regular Meeting. {5}
    - i. Ordinance for Regular Meeting Schedule for FY 2020-2021
    - ii. Ordinance to Transfer to the Special Reserve Fund
    - iii. Adoption of working budget for Fiscal Year 2020-2021

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

2. Regular Board Meeting: Tuesday, June 16, 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 168 minutes }