

Warren Newport Public Library

Board of Trustees

Regular Meeting

August 18, 2020 7:00 PM

“Virtual Meeting”

The Meeting will proceed without a quorum physically present

**Members of the public can attend the meeting by telephone:
312-626-6799 (when prompted, type in the following Meeting ID: 885 7029
5751)**

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[at]wnpl.info) (substitute an “@” for the [at] in the e-mail address) using “Public Comment” in the subject line.

AGENDA

- I. Call to order
- II. Requirements of the Government Emergency Administration Act (P.A.) 100-0640) review {1}
- III. Verification of clear audio and determination of quorum. {<1}
- IV. Pledge of Allegiance. {<1}
- V. Reading of the Mission Statement. {<1}
- VI. 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.

- VII. 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 Special Meeting August 4, 2020.
 - b. Reports of Standing Committees. Committee of the Whole Meeting, August 4, 2020.
 - i. Finance
 - ii. Building & Grounds
 - iii. Policy
 - iv. Summary, Personnel and General
 - c. Approval of payrolls for July 2020.
 - d. Approval of bills payable for June 2020.
 - e. Board Policies for approval:
 - i. 4030 FOIA
 - ii. 4040 Identity Protection
 - f. Board Policy for elimination: 4035 Prevailing Wage Act Compliance
 - g. Personnel Policies 516 Computer and Email Usage for approval
- MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED
- VIII. Item(s) removed from consent agenda, if any. ACTION {2}
- IX. President's Report. INFORMATION {5}
- X. Reports of other Trustees. INFORMATION {5}
- XI. Executive Director's report for July 2020. INFORMATION {5}
- XII. Old business.
 - a. Library Operations Update. INFORMATION {5}
- XIII. New business.
 - a. Secretary's report. Minutes of Regular Meeting July 21, 2020. ACTION {2}
 - b. 2020 Illinois Public Library Annual Report (IPLAR). ACTION {5}

MOTION: THAT THE BOARD APPROVE 2020 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR).

 - c. Intergovernmental Agreement with Lake County for COVID 19 Relief Fund. ACTION {5}
 - d. Addition of new phone system to FY 2020/2021 budget. INFORMATION AND POSSIBLE ACTION {15}
 - e. Treasurer's Annual Report of all Receipts and Expenditures. INFORMATION {5}

- f. Audit. INFORMATION {5}
- g. Other potentially actionable items: Agenda items September 2020 Regular Meeting. {5}
 - i. Ordinance 2020/2021-3 Annual Budget and Appropriation
 - ii. Financial Statements for July 2020
 - iii. Proclamation Friends of the Library Week
 - iv. Update on Strategic Planning 20-22
 - v. Other.

XIV. 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.

XV. Announcements. {5}

- a. By the chair.
 - i. Communications to the public.
 - ii. Upcoming calendar.
 1. Next Committee of the Whole Meeting: Tuesday, September 1, 2020, 7:00 p.m.
 2. Public Hearing: Tuesday, September 15, 2020, 6:45 p.m.
 3. Regular Board Meeting: Tuesday, September 15, 2020, 7:00 p.m.
- b. By other trustees or the director.

XVI. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 111 minutes}