

Warren Newport Public Library

Board of Trustees

Committee of the Whole

Tuesday, October 6, 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: 835 1340
4796)**

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

“Virtual Meeting”

- 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. Public Comment { 20 }
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 by sending an e-mail to [rlivergood\[at\]wnpl.info](mailto:rlivergood@wnpl.info) (substitute an “@” for the [at] in the e-mail address) prior to speaking.
- V. Finance Committee of the Whole: Andrea Farr Capizzi, Treasurer { 30 }
 - a. Financial Statements for August 2020
 - b. Audit update
 - c. Merit-based pay increases for 2021

- VI. Building and Grounds Committee of the Whole: George Kotsinis, Vice President {5}
 - a. Van update
- VII. Personnel Committee of the Whole: Jo Beckwith, President {15}
 - a. 508 Use of Equipment and Vehicles
 - b. Executive Director Annual Review Timeline
- VIII. General Committee of the Whole: Jo Beckwith, President {40}
 - a. Library operations update
 - b. Community assessment presentation “Who Do We Serve?” by Edward Kristan
 - c. Possible date change for November 2020 Committee of the Whole
- IX. Enter into Executive Session to review the performance of specific employees [5ILCS 120/2.(c)(1)]. ACTION {30}
MOTION: THAT THE BOARD ENTER INTO EXECUTIVE SESSION 5ILCS 120/2(c)(1) TO DISCUSS THE PERFORMANCE OF SPECIFIC EMPLOYEES.
- X. Reconvene Meeting. {1}
- XI. Agenda items for Committee of the Whole for November 3, 2020 {5}
 - a. Finance:
 - i. Review of September 2020 financial statements
 - b. Buildings and Grounds
 - c. Policy and Bylaws
 - d. Personnel
 - e. General
- XII. Announcements {2}
 - a. Regular Board Meeting, Tuesday, October 20, 2020, 7:00 p.m.
 - b. Committee of the Whole, Tuesday, November 3, 2020, 7:00 p.m.
 - c. ILA Virtual Conference: October 20-22, 2020.
- XIII. Adjournment {1}

{Estimated duration: 151 minutes}