

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

**June 15, 2021 7:00 PM**

**Meeting Room A**

### 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 Regular Meeting of May 18, 2021. ACTION {2 }
  - b. Report of Standing Committees. Committee of the Whole Meeting June 1, 2021
    - i. Building and Grounds
    - ii. Policy
    - iii. Summary and General
    - iv. Finance
  - c. Monthly financial report for April, 2021
  - d. Approval of payrolls for May, 2021
  - e. Approval of bills payable for April, 2021
  - f. Approval of Board policies:
    - i. 1061 Harassment, Discrimination and Retaliation

ii. 2040 Wage Scale

**MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.**

- VI. Item(s) removed from consent agenda, if any. ACTION {5}
- VII. President's report. INFORMATION {1}
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Executive Director's report June 2021. INFORMATION {3}
- X. Old business
  - a. Library operations and mask requirements. INFORMATION {5}
- XI. New business
  - a. Adoption of Working Budget for FY 2021-2022. ACTION {5}  
**MOTION: THAT THE BOARD APPROVE WORKING BUDGET FOR FY 2021-2022 AS PRESENTED.**
  - b. Ordinance 2020/2021-8 Meeting Schedule for FY 2021-2022.  
ACTION {2}  
**MOTION: TO APPROVE ORDINANCE 2020/2021-8 MEETING SCHEDULE FOR FY 2021-2022.**
  - c. Ordinance 2020/2021-9 Transfer Money to the Special Reserve Fund.  
ACTION {2}  
**MOTION: TO APPROVE ORDINANCE 2020/2021- 9 TRANSFER MONEY TO THE SPECIAL RESERVE FUND.**
  - d. Ordinance 2020-2021-10 Amending the Budget and Appropriation Ordinance for FY 2020-2021. ACTION {5}  
**MOTION: TO APPROVE ORDINANCE 2020/2021-10 AMENDING THE BUDGET AND APPROPRIATION ORDINANCE FOR FY 2020-2021.**
  - e. Resolution 2020-2021-6 to Accept the Resignation of Jennifer Cheng and Declare a Library Trustee Vacancy. ACTION {5}  
**MOTION: TO APPROVE RESOLUTION 2020/2021-6 TO ACCEPT THE RESIGNATION OF JENNIFER CHENG AND DECLARE A LIBRARY TRUSTEE VACANCY.**
  - f. Other potentially actionable items: Agenda items for July 2021 Regular Meeting. ACTION {5}
    - i. Ordinance Building, Sites and Maintenance
    - ii. Ordinance Tentative Budget & Appropriations
    - iii. Ordinance Annual Review of Non-resident

- iv. Audit of Regular Meetings Minutes FY 2020-2021
- v. Quarterly Review: Self-evaluation and Board Goals
- vi. 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. Library Closure for Memorial Day, Monday, July 5, 2021
  - 2. Accepting applications for a vacated seat on the Board, Friday, July 16, 2021
  - 3. Next Regular Board Meeting: Tuesday, July 20, 2021, 7:00 p.m.
  - 4. Next Committee of the Whole Meeting: Tuesday, August 3, 2021, 7:00 p.m.

b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

**MOTION: THAT THE MEETING BE ADJOURNED.**

{Estimated total duration 93 minutes}