

**Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees**

Jo Beckwith, President

Katherine Arnold

George Kotsinis, Vice President

Anne Linsdau-Hoeppner

Bonnie Sutton, Secretary

Andrea Farr Capizzi, Treasurer

**Regular Board Meeting
Tuesday, June 15, 2021
Meeting Room A**

Call to Order, Roll Call, and Determination of Quorum

President Beckwith called the Meeting to order at 7:00 p.m.

Trustees present: Arnold, Beckwith, Farr Capizzi, Kotsinis and Linsdau

Trustees absent: Sutton.

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, Noreen Reese and Kevin Getty.

President Beckwith moved and Vice President Kotsinis seconded to nominate Trustee Arnold as Secretary pro tempore in absence of Secretary Sutton.

The motion carried on a voice vote.

Absent: Sutton

Pledge of Allegiance

President Beckwith led those present in the Pledge of Allegiance.

Reading of Mission Statement

President Beckwith read the Mission Statement aloud.

Public Comments, Correspondence and Communications. None.

Consent Agenda

- a. Secretary's report: Approval of minutes Regular Meeting of May 18, 2021
- b. Reports of Standing Committees. Committee of the Whole, June 1, 2021:
 - i. Building and Grounds
 - ii. Policy
 - iii. Summary, Personnel 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

Treasurer Farr Capizzi moved and President Beckwith seconded that the Consent Agenda be approved as presented.

The motion carried on a voice vote.

Absent: Sutton

President's Report

President Beckwith presented a written report in the packet.

Reports of Other Trustees. None.

Executive Director's Report June 2021

Executive Director Livergood presented a written report in the packet.

Old Business

- a. Library operations and mask requirements
Executive Director Livergood presented a written report in the packet.

New Business

- a. Adoption of Working Budget for FY 2021-2022.

Treasurer Farr Capizzi moved and Trustee Linsdau seconded that the Board approve working budget for FY 2021-2022 as amended.

The motion carried on a roll call vote as follows:

Ayes: Arnold, Farr Capizzi, Linsdau, Kotsinis, Beckwith

Absent: Sutton

- b. Ordinance 2020/2021-8 Meeting Schedule for FY 2021-2022.

President Beckwith moved and Vice President Kotsinis seconded to approve Ordinance 2020/2021-8 Meeting Schedule for FY 2021-2022 as amended.

The motion carried on a roll call vote as follows:

Ayes: Farr Capizzi, Kotsinis, Arnold, Linsdau, Beckwith

Absent: Sutton

c. Ordinance 2020/2021-9 Transfer Money to the Special Reserve Fund.
Vice President Kotsinis moved and Trustee Arnold seconded to approve Ordinance 2020/2021-9 Transfer Money to the Special Reserve Fund.

The motion carried on a roll call vote as follows:

Ayes: Arnold, Farr Capizzi, Kotsinis, Linsdau, Beckwith

Absent: Sutton

d. Ordinance 2020/2021/10 Amending the Budget and Appropriation Ordinance for FY 2020-2021 as amended.

Treasurer Farr Capizzi moved and Trustee Arnold seconded to approve Ordinance 2020/2021-10 Amending the Budget and Appropriation Ordinance for FY 2020-2021 as amended.

The motion carried on a roll call vote as follows:

Ayes: Linsdau, Farr Capizzi, Kotsinis, Arnold, Beckwith

Absent: Sutton

e. Resolution 2020/2021-6 to Accept the Resignation of Jennifer Cheng and Declare a Library Trustee Vacancy as amended.

President Beckwith moved and Vice President Kotsinis seconded to approve Resolution 2020/2021-6 to Accept the Resignation of Jennifer Cheng and Declare a Library Trustee Vacancy.

The motion carried on a roll call vote as follows:

Ayes: Farr Capizzi, Kotsinis, Arnold, Linsdau, Beckwith

Absent: Sutton

f. Other potentially actionable items: Agenda items for July 2021 Regular Meeting.

- 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. Monthly Financial Reports for May and June
- vii. Parking lot update
- viii. LED lights update

Public Forum.

Deputy Director Noreen Reese shared that since last week it has been very emotional at the Library with Meg Schmaus' departure, and the retirements of Patty Sawin and Jan Marsh. Farewell celebrations were different from the past years. There were treats and drinks to go for staff and special guests. Patty, Jan, and Meg are going to be missed at WNPL.

Announcements

- a. By the Chair:
 - i. Upcoming calendar
 - 1. Library Closure for Independence Day, Monday, July 5, 2021.
 - 2. Accepting applications for a vacated seat on the Board, Friday, July 16, 2021
 - 3. Regular Board Meeting: Tuesday, July 20, 2021, 7:00 p.m.
 - 4. Next Committee of the Whole: Tuesday, August 3, 2021, 7:00 p.m.

Adjournment

President Beckwith moved and Treasurer Farr Capizzi seconded that the meeting be adjourned.

The motion carried on a voice vote.

Absent: Sutton

President Beckwith adjourned the meeting at 8:01 p.m.

/s/ Katherine Arnold
Katherine Arnold, Secretary pro tempore

Approved: July 20, 2021

/s/ Celia G. Ornelas
Celia G. Ornelas, Recording Secretary