

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

Jo Beckwith, President

Katherine Arnold

George Kotsinis, Vice President

Anne Linsdau-Hoepfner

Bonnie Sutton, Secretary

Andrea Farr Capizzi, Treasurer

**Regular Board Meeting
Tuesday, July 20, 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, Linsdau and Sutton.

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

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. Approval of payrolls for June 2021
- b. Approval of bills payable for May 2021
- c. Patron Suggestions June 2021

Vice President Kotsinis moved and President Beckwith seconded that the Consent Agenda be approved as presented.

The motion carried on a unanimous voice vote.

President's Report

President Beckwith presented a written report in the packet.

Reports of Other Trustees.

Vice President Kotsinis stated that he appreciates the Take 'n' Make Craft programs for children and feels that this is a worthwhile program.

Executive Director's Report July 2021

Executive Director Livergood presented a written report in the packet.

Old Business

- a. Library operations and mask requirements update
Executive Director Livergood gave an oral update.
- b. Parking Lot updates
Executive Director Livergood gave an oral update.
- c. LED lights updates
Executive Director Livergood gave an oral update.
- d. CD updates
Executive Director Livergood gave an oral update.

New Business

- a. Secretary's report: Approval of minutes Regular Meeting of June 15, 2021

President Beckwith moved and Vice President Kotsinis seconded to approve minutes of the Regular Meeting of June 15, 2021 as presented.

The motion carried on a roll call vote as follows:

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

Abstain: Sutton

- b. Monthly Financial report for May 2021.
Executive Director Livergood gave an oral update.

- c. Ordinance 2021/2022-1 Building, Sites and Maintenance Levy.

Secretary Sutton moved and Vice President Kotsinis seconded to approve Ordinance 2021/2022-1 Ordinance Building, Sites and Maintenance Levy.

The motion carried on a roll call vote as follows:

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

- d. Ordinance 2021/2022-2 Non-resident Library Card Program.

Treasurer Farr Capizzi moved and President Beckwith seconded to approve Ordinance 2021/2022-2 Non-resident Library Card Program.

The motion carried on a roll call vote as follows:

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

- e. Ordinance 2021/2022-3 Tentative Budget & Appropriation Ordinance FY21-22.

President Beckwith moved and Treasurer Farr Capizzi seconded to approve Ordinance 2021/2022-3 Tentative Budget & Appropriation Ordinance FY 21-22.

The motion carried on a roll call vote as follows:

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

- f. Setting the public hearing for the annual budget and appropriations. Secretary Sutton moved and President Beckwith seconded that the public hearing for the annual budget and appropriations be set for Tuesday, September 21, 2021, at 6:45 p.m. in meeting room A. The motion carried on a unanimous voice vote.

- g. Public Library District Secretary's Audit FY20-21. Treasurer Farr Capizzi and Trustee Arnold volunteered to audit the minutes of the Regular Meetings FY 20-21.

- h. Semi Annual review of closed minutes. President Beckwith moved and Trustee Arnold seconded that the Board approve the Semi-Annual Review of Closed minutes as presented for July 2021. The motion carried on a unanimous voice vote.

- i. Quarterly Review: Self-evaluation and Board Goals. President Beckwith gave an oral update.

- j. Other potentially actionable items: Agenda items for August 2021 Regular Meeting.
 - i. Appointment of a Library Trustee
 - ii. Annual Audit FY20-21
 - iii. 2021 Illinois Public Library Annual Report (IPLAR)
 - iv. Treasurer's Annual Report of all Receipts and Expenditures
 - v. Financial Reports for May and June 2021
 - vi. Facilities tour
 - vii. Other

Enter into Executive Session to consider the selection of a person to fill a public office {5ILCS 120/2.(c)(3)}

President Beckwith moved and Vice President Kotsinis seconded that the Board enter into Executive Session, along with the Executive Director Livergood, to consider the selection of a person to fill the vacancy in the office of Library Trustee {5ILCS 120/2.(c)(3)}

The motion carried on a unanimous voice vote.

Executive Session began at 7:31 p.m.

Reconvene Regular Meeting

The meeting reconvened at 8:14 p.m.

Public Forum. None.

Announcements

a. By the Chair:

i. Upcoming calendar

1. Next Committee of the Whole: Tuesday, August 3, 2021, 7:00 p.m.
2. Gurnee Days, August 7 & 8, 2021.
3. RAILS Online Round Table: Succession Planning for Trustees.
Wednesday, August 11, 2021, 12 p.m. – 1 p.m.
4. Regular Board Meeting: Tuesday, August 17, 2021, 7:00 p.m.

Adjournment

Vice President Kotsinis moved and President Beckwith seconded that the meeting be adjourned.

The motion carried on a unanimous voice vote.

President Beckwith adjourned the meeting at 8:15 p.m.

/s/Bonnie Sutton
Bonnie Sutton, Secretary

Approved: August 24, 2021

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