

# Warren Newport Public Library

## Board of Trustees

Committee of the Whole

**Tuesday, October 5, 2021, 7:00 PM**

**Meeting Room B**

### AGENDA

- I. Call to order {<1 }
- II. 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 prior to speaking.*
- III. Finance Committee of the Whole: Andrea Farr Capizzi, Treasurer { 15 }
  - a. Financial statements for August 2021
  - b. Annual Audit update
- IV. Policy Committee of the Whole: Katherine Arnold, Chair { 10 }
  - a. 4015 Sponsorship
- V. Personnel Committee of the Whole: Jo Beckwith, President { 20 }
  - a. Executive Director Annual Review Timeline
  - b. 530 Remote Work
- VI. General Committee of the Whole: Jo Beckwith, President { 30 }
  - a. Library operations and mask update
  - b. Trustee vacancy
  - c. Per Capital & Equalization Aid Grant application requirements
  - d. Staff report from Highwood Public Library visit
- VII. Enter into Executive Session to review the performance of a specific employee [5ILCS 120/2.(c)(1)] { 30 }  
**MOTION: THAT THE BOARD ENTER INTO EXECUTIVE SESSION 5ILCS 120/2.(c)(1) TO DISCUSS THE PERFORMANCE OF THE EXECUTIVE DIRECTOR.**
- VIII. Reconvene Meeting { 1 }
- IX. Agenda items for Committee of the Whole for November 2021 { 5 }

- a. Finance:
    - i. Review of September 2021 financial statements
  - b. Buildings and Grounds
  - c. Policy and Bylaws
  - d. Personnel
    - i. Executive Director Annual Performance Evaluation
  - e. General
    - i. Per Capita and Equalization Aid Grant Application requirements
- X. Announcements {2}
- a. Regular Board Meeting, Tuesday, October 19, 2021, 7:00 p.m.
  - b. Committee of the Whole, Tuesday, November 2, 2021, 7:00 p.m.
- XI. Adjournment {<1}

{Estimated duration: 135 minutes}