

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

January 18, 2022 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: 863 5299  
2738)**

**Members of the public are encouraged to submit public comments prior to the meeting by sending an email to [rlivergood\[at\]wnpl.info](mailto:rlivergood@wnpl.info) (substitute an @ for the [at] in the email 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. Pledge of Allegiance. {<1}
- V. Reading of the Mission Statement. {<1}
- VI. 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.
- VII. 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 of:

- i. Regular Meeting December 14, 2021
- ii. Executive Session Minutes December 14, 2021, to remain closed to the public
- b. Approval of payrolls for December 2021
- c. Approval of bills payable for November 2021
- d. Patron Suggestions December 2021

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

VIII. Item(s) removed from consent agenda, if any. ACTION {5}

IX. Resolution 2021/2022-4 To Appoint a New Library Trustee. ACTION {5}  
**MOTION: THAT RESOLUTION 2021/2022-4 TO APPOINT CELESTE FLORES TO FILL THE TRUSTEE VACANCY UNTIL THE NEXT REGULAR LIBRARY ELECTION IN APRIL 2023 BE APPROVE AS PRESENTED.**

X. Swearing in of newly appointed trustee by the Secretary. ACTION {5}

XI. Recess for informal acknowledgement of incoming Trustee. ACTION {5}  
**MOTION: TO ENTER INTO RECESS FOR FORMAL ACKNOWLEDGEMENT OF INCOMING TRUSTEE.**

XII. Reconvene Regular Meeting. ACTION {<1}

XIII. President's report. INFORMATION {1}

XIV. Reports of other trustees. INFORMATION {5}

XV. Executive Director's report January 2022. INFORMATION {5}

XVI. Old business

a. Library operations and mask requirements update. INFORMATION {5}

b. Update on small library van lifecycle. INFORMATION {5}

c. Approval of Personnel Policy 3013 Library Card. ACTION {5}

**MOTION: THAT PERSONNEL POLICY 3013 LIBRARY CARD BE APPROVE AS PRESENTED.**

d. Semi-annual review of Executive Session Minutes. INFORMATION AND POSSIBLE ACTION {5}

**MOTION: THAT THE BOARD ACCEPT THE SEMI-ANNUAL REVIEW OF CLOSED EXECUTIVE SESSION MINUTES AS PRESENTED.**

XVII. New business

a. Approval of Board Roster. ACTION {2}

**MOTION: THAT THE BOARD RATIFY THE CURRENT BOARD ROSTER FOR FILLING.**

b. Approval of Personnel Policy 503 Vaccinations. ACTION {15}

**MOTION: THAT PERSONNEL POLICY 503 VACCINATIONS BE APPROVED AS PRESENTED.**

c. Resolution 2021/2022-5 Authorizing Temporary Allocation of Paid Sick Leave. INFORMATION AND POSSIBLE ACTION {5}

d. Approval of Board Policy 2040 Wage Scale. ACTION {2}

**MOTION: THAT BOARD POLICY 2040 WAGE SCALE BE APPROVED AS PRESENTED.**

e. Approval of Board Policy 4030 FOIA. ACTION {2}

**MOTION: THAT BOARD POLICY 4030 FOIA BE APPROVED AS PRESENTED.**

f. Ordinance 2021/2022-7 Bond Levy Abatement. ACTION {5}

**MOTION: THAT THE BOARD APPROVE ORDINANCE 2021/2022-7 BOND LEVY ABATEMENT AS PRESENTED.**

g. Monthly financial report for November 2021. ACTION {5}

**MOTION: THAT THE BOARD APPROVE THE MONTHLY FINANCIAL REPORT FOR NOVEMBER 2021 AS PRESENTED.**

h. FY 2022-2023 budget planning process timeline. INFORMATION {5}

i. 2022 Board Self-evaluation and goals. INFORMATION AND POSSIBLE ACTION {5}

j. Other potentially actionable items: Agenda items for February 2022 Regular Meeting. ACTION {5}

i. Board self-evaluation

ii. Other.

XVIII. 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.*

XIX. Announcements {5}

a. By the chair:

i. Communications to the public

ii. Upcoming calendar:

1. Committee of the Whole: Tuesday, February 1, 2022, 7:00 p.m.
2. Next Regular Board Meeting: Tuesday, February 15, 2022, 7:00 p.m.
3. Presidents' Day North Suburban & Chicago Library Legislative Zoom Meet-up: February 21, 2022, 9:00 -10:30 a.m.

b. By other trustees or the director

XX. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 150 minutes}