

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

Jo Beckwith, President
George Kotsinis, Vice President
Bonnie Sutton, Secretary
Andrea Farr Capizzi, Treasurer

Katherine Arnold
Wendy Hamilton
Anne Linsdau-Hoepfner

**Regular Board Meeting
Tuesday, December 14, 2021
Meeting Room B**

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, Hamilton, Kotsinis, Linsdau and Sutton.

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, Noreen Reese and David Corona

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 of:
 - i. Regular meeting November 16, 2021,
 - ii. Executive Session November 02, 2021, to remain closed to the public,
 - iii. Executive Session Minutes November 16, 2021, to remain closed to the public,
 - iv. Executive Session Minutes December 7, 2021, to remain closed to the public,
- b. Report of Standing Committees. Committee of the Whole Meeting November 2, 2021: Finance Report.

- c. Reports of Standing Committees. Committee of the Whole Meeting December 7, 2021:
 - i. Finance
 - ii. Building and Grounds
 - iii. Policy
 - iv. Personnel
 - v. Summary and General
- d. Monthly Financial Report for October 2021
- e. Approval of payrolls for November 2021
- f. Approval of bills payable for October 2021
- g. Patron Suggestions November 2021
- h. Approval of Board Policies:
 - i. 1051 Harassment, Discrimination and Retaliation to replace text
 - ii. 3010 Hours of Operation
- i. Approval of 20 Personnel Policies to replace text

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. None.

Executive Director's Report December 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.

New Business

- a. Illinois Libraries Present Intergovernmental Agreement.

Vice President Kotsinis moved and President Beckwith seconded that the Board approve the Illinois Libraries Intergovernmental Agreement as presented.

The motion carried on a roll call vote as follows:

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

b. Per Capita and Equalization Aid Grants Application

Trustee Arnold moved and Trustee Hamilton seconded that the Board approve the Per Capita and Equalization Aid Grants Application as presented.

The motion carried on a roll call vote as follows:

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

c. Treasurer's Report of Annual Receipts and Disbursements

Secretary Sutton moved and Trustee Linsdau seconded that the Board approve the Treasurer's Report of Annual Receipts and Disbursements as presented.

The motion carried on a roll call vote as follows:

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

d. Other potentially actionable items: Agenda items for January 2022

Regular Meeting

- i. Ordinance Abatement of Tax for Debt Service
- ii. 2022 Board self-evaluation and goals
- iii. Installation of New Trustee
- iv. Semi-annual review of closed session minutes
- v. Quarterly review of closed session minutes
- vi. Fundraising update
- vii. Set budget process timeline
- viii. Board Policy 3013 Library Card
- ix. Other

Enter into Executive Session to review the performance of specific employee [5ILCS 120/2.(c)(1)]

President Beckwith moved and Vice President Kotsinis seconded that the Board enter into Executive Session [5ILCS 120/2.(c)(1)] to review the performance of the Executive Director with Executive Director Livergood.

The motion carried on a unanimous voice vote:

Executive Session started at 7:13 p.m.

Reconvene Regular Meeting

Regular meeting reconvened at 7:58 p.m.

Motion as a result of Executive Session

President Beckwith moved and Vice President Kotsinis seconded that the Board accept Executive Session Livergood's performance evaluation and increase his compensation to \$146,289 beginning January 1, 2022.

The motion carried on a roll call vote as follows:

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

Public Forum. None.

Announcements

- a. By the Chair:
 - i. Upcoming calendar
 - 1. Next Regular Board Meeting: Tuesday, January 18, 2022, 7:00 p.m.
 - 2. Next Committee of the Whole: Tuesday, February 1, 2022, 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 7:59 p.m.

/s/Bonnie Sutton
Bonnie Sutton, Secretary

Approved: January 18, 2022

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