

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

Jo Beckwith, President	Katherine Arnold
George Kotsinis, Vice President	Celeste Flores
Bonnie Sutton, Secretary	Wendy Hamilton
Andrea Farr Capizzi, Treasurer	

**Regular Board Meeting
Tuesday, May 17, 2022
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, Kotsinis, Hamilton and Sutton.

Trustees absent: Farr Capizzi and Flores.

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

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 Regular Meeting April 19, 2022
- b. Reports of Standing Committees. Committee of the Whole May 3, 2022:
 - i. Finance
 - ii. Building & Grounds
 - iii. Policies
 - iv. Personnel, General and Summary
- c. Approval of payrolls for April 2022
- d. Approval of bills payable for March 2022
- e. Approval of Board Policies:

- i. 1055 Public Participation at Library Board Meetings
- ii. 4013 Gift Donation
- iii. 4018 Naming Facilities
- f. Approval of Personnel Policies:
 - i. 116 Job Postings
- g. Patron Suggestions April 2022

Secretary Sutton moved and President Beckwith seconded that the Consent Agenda be approved as presented.

The motion carried on a voice vote.

Absent: Farr Capizzi, Flores

President's Report

President Beckwith presented a written report in the packet.

Reports of Other Trustees.

Vice President Kotsinis invited the Board to the Salad in the Park event hosted by the Exchange Club of Gurnee, May 24, 2022, at Warren Township Senior Center.

Executive Director's Report May 2022

Executive Director Livergood presented a written report in the packet.

Old Business

- a. Budget discussion.
Executive Director Livergood gave an oral update.

New Business

- a. Monthly financial statements for March 2022.

Vice President Kotsinis moved and President Beckwith seconded that the monthly financial statements for March 2022 be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Hamilton, Kotsinis, Sutton, Arnold, Beckwith

Absent: Flores, Farr Capizzi

- b. Possible return to McCullough Board Room for meetings
Executive Director Livergood gave an oral update.

- c. Other potentially actionable items: Agenda items for June 2022 Regular Meeting.

- i. Monthly Financial Reports for April 2022

- ii. Succession Planning
- iii. Personnel Policies:
 - 1. 114 Accommodations for Employees with Disabilities
 - 2. 115 Serious Illnesses in the Workplace
- iv. Board Policies:
 - 1. 2003 Fund Balance
 - 2. 2007 Debt
- v. Ordinance Annual Meeting Schedule for FY 2022-2023
- vi. Ordinance to Transfer to Special Reserve Fund
- vii. Semi-annual review of closed session's minutes
- viii. Final draft of Budget for FY 20-23

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

President Beckwith moved and Trustee Arnold seconded that the Board enter into Executive Session to review the performance of a specific employee of the public body 5ILCS 120/2.(c)(1), along with the Executive Director Livergood. The motion carried on a voice vote.

Absent: Farr Capizzi, Flores

Executive Session started at 7:16 p. m.

Reconvene Regular Meeting

Regular meeting reconvened at 7:47 p.m.

Public Forum. None.

Announcements

- a. By the Chair:
 - i. Upcoming calendar
 - 1. Next Committee of the Whole: Tuesday, June 7, 2022, 7:00 p.m.
 - 2. Next Regular Board Meeting: Tuesday, June 21, 2022, 7:00 p.m.

Adjournment

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

The motion carried on a voice vote.

Absent: Farr Capizzi, Flores

President Beckwith adjourned the meeting at 7:48 p.m.

/s/Bonnie Sutton
Bonnie Sutton, Secretary

Approved: June 21, 2022

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