

**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, June 21, 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, Farr Capizzi, Kotsinis, Hamilton and Sutton.

Trustees absent: Flores.

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, Mike Barr and Smruti Savarkar.

Trustee Flores arrived at 7:03 p.m.

**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 May 17, 2022
- b. Reports of Standing Committees. Committee of the Whole June 7, 2022:
  - i. Finance
  - ii. Building & Grounds
  - iii. Policies
  - iv. Personnel, General and Summary
- c. Approval of financial statements for April 2022

- d. Approval of payrolls for May 2022
- e. Approval of bills payable for April 2022
- f. Approval of Board Policies:
  - i. 2003 Fund Balance
  - ii. 2007 Debt
- g. Patron Suggestions May 2022

Treasurer Farr Capizzi removed item a. Secretary's report from the consent agenda.

Treasurer Farr Capizzi moved and President Beckwith seconded that the Consent Agenda minus item a. Secretary's report be approved.

The motion carried on a voice vote.

Absent: Flores

Trustee Flores arrived at 7:03 p.m.

### **Items removed for the Agenda**

Treasurer Farr Capizzi moved, and President Beckwith seconded that the Secretary's report of minutes of Regular Meeting May 17, 2022, be approved as presented.

The motion carried on a voice vote.

Abstain: Farr Capizzi, Flores

### **President's Report**

President Beckwith presented a written report in the packet.

### **Reports of Other Trustees.**

Vice President Kotsinis encouraged everyone to vote in the Primary Election on June 28, 2022.

### **Executive Director's Report June 2022**

Executive Director Livergood presented a written report in the packet.

### **Old Business**

- a. Adoption of working Budget FY 2022-2023.

Treasurer Farr Capizzi moved, and Secretary Sutton seconded that the Board approve the Budget for FY 2022-2023 as proposed.

The motion carried on a roll call vote as follows:

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

- b. Semi-annual review of closed session minutes.

Secretary Sutton and Vice President Kotsinis will present the Semi-annual review of closed minutes in the July Regular Meeting board packet.

### **New Business**

- a. Approval of Board Policy 3020 Circulation.

Vice President Kotsinis moved and President Beckwith seconded that Board Policy 3020 Circulation be approved as presented.

The motion carried on a unanimous voice vote.

- b. Ordinance 2021/2022-8 Annual Meetings Schedule for FY 2022-2023

President Beckwith moved and Trustee Hamilton seconded that Ordinance 2021/2022-8 Annual Meetings Schedule be approved as presented.

The motion carried on a roll call vote as follows:

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

- c. Ordinance 2021/2022-9 Transfer to the Special Reserve Fund

Secretary Sutton moved and Trustee Arnold seconded that Ordinance

2021/2022-9 Transfer to the Special Reserve Fund be approved as presented.

The motion carried on a roll call vote as follows:

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

- d. July 2022 Committee of the Whole Meeting.

Trustee Arnold moved and President Beckwith seconded that the July 2022 Committee of the Whole meeting be canceled.

The motion carried on a unanimous voice vote.

- e. Other potentially actionable items: Agenda items for July 2022 Regular Meeting.

- i. Monthly Financial Reports for May 2022
- ii. Ordinance 2022/2023-1 Building & Maintenance Tax Ordinance
- iii. Ordinance 2022/2023-2 Non-Resident Library Card Program
- iv. Ordinance 2022/2023-3 Tentative Budget & Appropriation
- v. Semi-annual review of closed session minutes
- vi. Audit of Regular Meetings Minutes FY 21-22
- vii. Personnel Policies:
  - 1. 114 Accommodations for Employees with Disabilities
  - 2. 115 Serious Illnesses in the Workplace
- viii. Board Policies:
  - 1. 1053 Recording Board Meetings
  - 2. 4010 Friends of the Library
  - 3. 4030 FOIA
- ix. Quarterly Review: Self-evaluation and Board Goal

**Enter into Executive Session to review the performance of 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, along with the Executive Director Livergood, to review the performance of a specific employee of the public body 5ILCS 120/2 (c)(1). The motion carried on a unanimous voice vote.

Executive Session started at 8:06 p. m.

**Reconvene Regular Meeting**

Regular meeting reconvened at 8:32 p.m.

**Public Forum.** None.

**Announcements**

a. By the Chair:

i. Upcoming calendar

1. Library Closed Independence Day, Monday, July 4, 2022.
2. Next Regular Board Meeting: Tuesday, July 19, 2022, 7:00 p.m.
3. Next Committee of the Whole: Tuesday, August 2, 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 8:33 p.m.

/s/Bonnie Sutton  
Bonnie Sutton, Secretary

Approved: July 19, 2022

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