

Warren Newport Public Library

Board of Trustees

Regular Meeting

September 20, 2022, 7:00 PM

Meeting Rooms B

AGENDA

- I. Call to order, roll call and Determination of quorum. {<1 }
- II. Appointment of Secretary pro tempore. ACTION {3}
MOTION: THAT THE BOARD APPOINT TRUSTEE ARNOLD AS THE SECRETARY PRO TEMPORE AT THIS MEETING IN THE ABSENCE OF SECRETARY SUTTON.
- III. Pledge of Allegiance. {<1 }
- IV. Reading of the Mission Statement. {<1 }
- V. 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.
- VI. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {5}
 - a. Secretary's report: Approval of minutes of Executive Session August 4, 2022, to remain closed to the public.
 - b. Finance Report for Committee of the Whole Meeting August 4, 2022
 - c. Report of Standing Committees. Committee of the Whole Meeting September 6, 2022.
 - i. Finance
 - ii. Building and Grounds
 - iii. Policy

iv. Personnel

v. Summary and General

d. Approval of payrolls for August 2022

e. Approval of bills payable for July 2022

f. Patron Suggestions August 2022

g. Approval of Board Policies:

i. 1001 Bylaws

ii. 3001 Access to Materials

iii. 3023 Fines and Fees

iv. 3072 Local Author Collection

h. Elimination of Personnel Policy 115 Serious Illnesses in the Workplace

i. Approval of Personnel Policy 114 Reasonable Accommodation

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.

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

VIII. President's report. INFORMATION {5}

IX. Reports of other trustees. INFORMATION {5}

X. Executive Director's report September 2022. INFORMATION {5}

XI. New business

a. Secretary's report: approval of minutes: ACTION {3}

i. Regular Meeting August 16, 2022

ii. Executive Session August 16, 2022, to remain closed to the public

MOTION: THAT THE BOARD APPROVE MINUTES OF THE REGULAR MEETING AND EXECUTIVE SESSION FOR AUGUST 16, 2022, AS PRESENTED.

b. Secretary's report: approval of minutes of Executive Session September 6, 2022, to remain closed to the public. ACTION {3}

MOTION: THAT THE BOARD APPROVE THE EXECUTIVE SESSION SEPTEMBER 6, 2022, TO REMAIN CLOSED TO THE PUBLIC, AS PRESENTED.

c. Monthly Financial Statements for July 2022. ACTION {10}

MOTION: THAT THE BOARD APPROVE THE MONTHLY FINANCIAL STATEMENTS FOR JULY 2022 AS PRESENTED.

d. Modified FY 2022-2023 Budget as presented for approval. ACTION {10}

MOTION: THAT THE BOARD APPROVE THE MODIFIED FY 2022-2023 BUDGET AS PRESENTED.

e. Ordinance 2022/2023-4 Annual Budget and Appropriation. ACTION {5}

MOTION: THAT ORDINANCE 2022/2023-4 ANNUAL BUDGET AND APPROPRIATION BE APPROVE AS PRESENTED.

f. Staff Development Day Closure. ACTION {10}

MOTION: THAT THE BOARD APPROVE THE LIBRARY CLOSURE FOR STAFF DEVELOPMENT.

g. Annual Audit. INFORMATION {5}

h. Resolution 2022/2023-2 Proclamation National Friends of the Library Week. ACTION {5}

MOTION: THAT THE BOARD APPROVE RESOLUTION 2022/2023-2 PROCLAMATION NATIONAL FRIENDS OF THE LIBRARY WEEK AS PRESENTED.

i. Other potentially actionable items: Agenda items for October 2022 Regular Meeting. ACTION {5}

i. Annual Audit

ii. Monthly Financial Statements for August 2022

iii. Resolution to Determine the Estimate of Funds Needed for FY 2022-2023

iv. Per Capita & Equalization Aid Grant application requirements

v. Other

XII. 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.

XIII. Announcements {5}

a. By the chair:

i. Communications to the public

ii. Upcoming calendar:

1. Next Committee of the Whole: Tuesday, October 11, 2022, 7:00 p.m.

2. National Friends of the Library Week, October 16-22, 2022

3. Next Regular Board Meeting: Tuesday, October 25, 2022, 7:00 p.m.

4. Friends of the Library Meeting: Thursday, October 27, 2022, 1:00 – 2:00 p.m.

b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 128 minutes}