

Warren Newport Public Library

Board of Trustees

Regular Meeting

October 25, 2022 7:00 PM

McCullough Room

AGENDA

- I. Call to order, roll call and Determination of quorum. {<1 }
- II. Pledge of Allegiance. {<1 }
- III. Reading of the Mission Statement. {<1 }
- IV. 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.
- V. 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:
 - i. Public Hearing September 20, 2022
 - ii. Regular Meeting September 20, 2022
 - b. Report of Standing Committees. Committee of the Whole Meeting October 11, 2022.
 - i. Finance
 - ii. Building and Grounds
 - iii. Policy
 - iv. Personnel
 - v. Summary and General
 - c. Monthly Financial Statements for August 2022
 - d. Approval of payrolls for September 2022
 - e. Approval of bills payable for August 2022

- f. Patron Suggestions September 2022
- g. Approval of Board Policies:
 - i. 2025 Purchasing (Bids-Quotations)
 - ii. 2035 Disposal or Sale of Library Property
- h. Approval of Personnel Policies:
 - i. 116 Job Postings
 - ii. 305 Holidays

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.

- VI. Item(s) removed from consent agenda, if any. ACTION {5}
- VII. President's report. INFORMATION {5}
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Executive Director's report October 2022. INFORMATION {5}
- X. New business
 - a. Board Policy 3070 Food, Drink, and Food Allergies. ACTION {5}
 - b. Resolution 2022/2023-3 to Determine the Estimate Funds Needed for FY 22-23. ACTION {10}

MOTION: THAT THE BOARD APPROVE THE RESOLUTION 2022/2023-3 TO DETERMINE THE ESTIMATE OF FUNDS NEEDED FOR FY 22-23 AS PRESENTED.

- c. Transfer of funds from Corporate Fund to Bond Fund. ACTION {5}
- MOTION: THAT THE BOARD APPROVE A TRANSFER OF \$653,250 FROM THE CORPORATE FUND TO THE BOND FUND.**
- d. Executive Director's Annual Performance Evaluation. INFORMATION {5}
 - e. Other potentially actionable items: Agenda items for November 2022 Regular Meeting. ACTION {5}
 - i. Annual Levy Ordinance
 - ii. Monthly Financial Statements for September 2022
 - iii. Year-end bonus for staff
 - iv. Continue with the review of Per Capita & Equalization Aid Grant application requirements
 - v. Treasurer's report of annual Receipts and Disbursements
 - vi. Other

XI. 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.

XII. Announcements {5}

a. By the chair:

i. Communications to the public

ii. Upcoming calendar:

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

2. Next Regular Board Meeting: Tuesday, November 15, 2022, 7:00 p.m.

b. By other trustees or the director

XIII. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 99 minutes}