

Warren Newport Public Library

Board of Trustees

Regular Meeting

December 13, 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:
 - i. Minutes of Regular Meeting November 15, 2022.
 - ii. Minutes of "Truth in Taxation" Public Hearing for Annual Fiscal Year 2022-2023.
 - iii. Minutes of Executive Session November 15, 2022, to remain closed to the public.
 - iv. Minutes of Executive Session December 6, 2022, to remain closed to the public.
 - b. Finance Committee Report – Auditor Search December 6, 2022.
 - c. Report of Standing Committees. Committee of the Whole Meeting December 6, 2022.
 - i. Finance
 - ii. Building and Grounds

- iii. Policy
- iv. Summary and General
- d. Monthly Financial Statements for October 2022
- e. Approval of payrolls for November 2022
- f. Approval of bills payable for October 2022
- g. Patron Suggestions November 2022
- h. Approval of Board Policies:
 - i. 1001 Bylaws
 - ii. 2040 Wage Scale

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 December 2022. INFORMATION {5}
- X. New business
 - a. AIA B101-2017 Agreement and Rider for the 2023 HVAC Improvements, Wold Architects and Engineers. ACTION {5}

MOTION: THAT THE BOARD APPROVE THE AIA B101-2017 AGREEMENT AND RIDER FOR THE 2023 HVAC IMPROVEMENTS, WOLD ARCHITECTS AND ENGINEERS AS PRESENTED.

- b. Treasurer's Report of Annual Receipts and Disbursements FY 21-22. ACTION {5}

MOTION: THAT THE BOARD APPROVE THE TREASURER'S REPORT OF ANNUAL RECEIPTS AND DISBURSEMENTS FY 21-22 AS PRESENTED.

- c. Other potentially actionable items: Agenda items for January 2023 Regular Meeting. ACTION {5}
 - i. Monthly financial statements for November and December 2022
 - ii. Per Capita and Equalization Aid Grant Application
 - iii. Ordinance Abatement of Tax for Debt Service
 - iv. Board self-evaluation and goals
 - v. Quarterly review of Strategic Plan
 - vi. Fundraising update
 - vii. Set Budget process timeline
 - viii. Other

XI. Enter into Executive Session [5ILCS 120/2.(c)(1)] to review the performance of specific employee. ACTION {30}

MOTION: THAT THE BOARD ENTER INTO EXECUTIVE SESSION [5ILCS 120/2.(c)(1)] TO REVIEW THE PERFORMANCE OF THE EXECUTIVE DIRECTOR WITH EXECUTIVE DIRECTOR LIVERGOOD PRESENT.

XII. Reconvene to Regular meeting. ACTION {<1}

XIII. Motion(s) as a result of Executive Session. POSSIBLE ACTION {5}

XIV. 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.

XV. Announcements {5}

a. By the chair:

i. Communications to the public

ii. Upcoming calendar:

1. Library Closed all day in observance of Christmas Day, Saturday, December 24, Sunday, December 25 and Monday December 26, 2022.
2. Library Closed all day in observance of New Year's Day, Saturday, December 31, 2022, Sunday January 1 and Monday January 2, 2023.
3. Committee of the Whole January 3, 2023 is canceled.
4. Next Regular Board Meeting: Tuesday, January 17, 2023, 7:00 p.m.
5. Next Committee of the Whole: Tuesday, February 7, 2023, 7:00 p.m.

b. By other trustees or the director

XVI. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 120 minutes}