

**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, April 18, 2023
McCullough Board Room**

Call to Order, Roll Call, and Determination of Quorum

President Beckwith called the meeting to order at 7:02 p.m.

Trustees present: Arnold, Beckwith, Farr Capizzi, Kotsinis and Hamilton.

Trustees absent: Flores and Sutton.

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, and Rebekah Raleigh.

Pledge of Allegiance

President Beckwith led those present in the Pledge of Allegiance.

Reading of Mission Statement

President Beckwith read the Mission Statement aloud.

Vice President Kotsinis moved and Trustee Arnold seconded to have Trustee Flores join the meeting virtually.

The motion carried on a voice vote.

Absent: Flores, Sutton.

Trustee Flores joined the meeting via audio conference at 7:04 p.m.

Public Comments, Correspondence and Communications.

a. Public Comments. None.

b. Written:

i. Email from Steve Carlson to the Board of Trustees.

Consent Agenda

- a. Secretary's Report: approval of minutes for Regular Meeting March 18, 2023
- b. Reports of Standing Committees. Committee of the Whole April 4, 2023:
 - i. Finance
 - ii. Building and Grounds
 - iii. Policy
 - iv. Summary, Personnel and General
- c. Monthly Financial Statements for February 2023
- d. Approval of payrolls for March 2023
- e. Approval of bills payable for February 2023
- f. Patron Suggestions March 2023
- g. Approval of Board Policies
 - i. 1017 Board Self Evaluation
 - ii. 4025 Community Media Relations
- h. Approval of Personnel Policies:
 - i. 203 Verification of Employment
 - ii. 208 Recruitment and Selection

Treasurer Farr Capizzi removed item a. from the Consent Agenda.

Trustee Arnold moved and President Beckwith seconded that the Consent Agenda be approved as amended.

The motion carried on a voice vote.

Absent: Sutton

Item(s) removed form Consent Agenda

President Beckwith moved and Vice President Kotsinis seconded to approve the Minutes of Regular Meeting March 21, 2023 as presented.

The motion carried on a roll call vote as follows:

Ayes: Kotsinis, Arnold, Hamilton, Flores, Beckwith

Abstain: Farr Capizzi

Absent: Sutton

President's Report

President Beckwith presented a written report in the packet.

Reports of Other Trustees.

Vice President Kotsinis attended the WNPL 50th Anniversary event on Saturday, March 15. It was a great day with an excellent turnout. The library was lovely and full of people again.

Executive Director's Report April 2023

Executive Director Livergood presented a written report in the packet.

Old Business

- a. Strategic Planning update
Executive Director Livergood gave an oral update.
- b. Board Succession Planning
President Beckwith gave an oral update.
- c. FY 2023-2024 Budget update
Executive Director Livergood gave an oral update.

New Business

- a. WNPLD Decennial Committee on Local Government Efficiency
Executive Director Livergood gave an oral report.
- b. Statement of Economic Interest
Executive Director Livergood gave oral information.
- c. Other potentially actionable items: Agenda items for May 2023 Regular Meeting.
 - i. Installation of new board and election of officers
 - ii. Financial Statements for March 2023
 - iii. Review of latest draft of FY 23-24 Budget
 - iv. Tentative transfer of funds from Expendable Trust to Endowment Fund
 - v. Board Policies:
 1. 3020 Circulation
 2. 3050 Meeting Rooms
 - vi. Personnel Policies:
 1. 209 Performance Evaluation
 2. 210 Job Descriptions
 3. 212 Salary Administration
 4. 280 Normal Weekly Hours

Public Forum. None.

Announcements

- a. By the Chair:
 - i. Upcoming calendar

1. Special Board Meeting: Strategic planning process, Saturday, April 29, 2023, 9:30 -11:30 a.m.
2. Next Committee of the Whole: Tuesday, May 2, 2023, 7:00 p.m.
3. Library Closed Mother's Day, Sunday, May 14, 2023.
4. Next Regular Board Meeting: Tuesday, May 16, 2023, 7:00 p.m.
5. Library Closed Memorial Day, Monday, May 29, 2023.

Adjournment

Vice President Kotsinis moved and Treasurer Farr Capizzi seconded that the meeting be adjourned.

The motion carried on a voice vote.

Absent: Sutton

President Beckwith adjourned the meeting at 7:35 p.m.

/s/ Jo Beckwith
Jo Beckwith, Acting Secretary

Approved: May 16, 2023

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