

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

**August 15, 2023 7:00 PM**

**McCullough Board 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. Approval of Secretary's report: Minutes of Regular Meeting July 18, 2023
  - b. Report of Standing Committees:
    - i. Decennial Committee in Local Government Efficiency, August 1, 2023
    - ii. Committee of the Whole August 1, 2023
      1. Finance
      2. Building and Grounds
      3. Summary and General
  - c. Monthly Financial Statements for June 2023
  - d. Approval of payrolls for July 2023
  - e. Approval of bills payable for June 2023
  - f. Patron Suggestions July 2023

**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 August 2023. INFORMATION {5}
- X. Old Business
  - a. Building System update. INFORMATION {10}
  - b. Quiet Reading Room update. INFORMATION {5}
  - c. WNPL Investment Options. INFORMATION {5}
- XI. New business
  - a. 2023 Illinois Public Libraries Annual Report (IPLAR). ACTION {5}  
**MOTION: THAT THE BOARD APPROVE THE 2023 ILLINOIS PUBLIC LIBRARIES ANNUAL REPORT (IPLAR) TO BE SUBMITTED TO THE OFFICE OF THE ILLINOIS SECRETARY OF STATE PURSUANT TO LAW.**
  - b. Building closure for rooftop unit installation. ACTION {5}  
**MOTION: THAT THE MAIN LIBRARY BE CLOSED TO THE PUBLIC FROM MONDAY, NOVEMBER 27 TO WEDNESDAY, DECEMBER 13 IN ORDER TO SAFETY COMPLETE THE BUILDING SYSTEMS PROJECT.**
  - c. WNPL Annual Audit. INFORMATION {5}
  - d. Other potentially actionable items: Agenda items for September 2023 Regular Meeting. INFORMATION {5}
    - i. Monthly Financial Statements for July 2023
    - ii. Annual Budget and Appropriation Ordinance
    - iii. Proclamation Friends of the Library Week Resolution
    - iv. Board Policies
      - 1. 1053 Recording Board Meetings
      - 2. 3023 Fines and Fees
      - 3. 3055 Display and Literature Distribution
    - v. Personnel Policies
    - vi. Quarterly Review of Executive Director Evaluation and Goals
    - vii. 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 Regular Meeting: Tuesday, August 15, 2023, 7:00 p.m.

2. Friends of the Library Meeting, Thursday, August 24, 2023, 1:00 p.m.

3. Next Committee of the Whole Meeting: September 5, 2023, 7:00 p.m.

b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

**MOTION: THAT THE MEETING BE ADJOURNED.**

{Estimated total duration 109 minutes}