

Warren Newport Public Library

Board of Trustees

Regular Meeting

October 17, 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. Chicago Tribune Article from Heidi Stevens: “Stop pretending book bans are about sex”.
 - iii. Other
- V. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {5}
 - a. Reports of Standing Committees. Committee of the Whole October 3, 2023. ACTION {3}
 - i. Finance
 - ii. Building and Ground
 - iii. Policy
 - iv. Summary, General and Personnel
 - b. Monthly Financial Statements for August 2023
 - c. Approval of payrolls for September 2023
 - d. Approval of bills payable for August 2023
 - e. Patron Suggestions September 2023

f. Approval of Board Policies

- i. 2013 Audit
- ii. 2020 Expendable Trust Fund
- iii. 2030 Fixed Asset Inventory and Depreciation

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 2023. INFORMATION {5}

X. Old Business

- a. Building System update. INFORMATION {5}
- b. Mobile Services Vehicle update. INFORMATION {5}
- c. Signage option update. INFORMATION {5}

XI. New business

- a. Approval of Secretary's report: ACTION {5}
 - i. Minutes of Public Hearing Budget & Appropriation FY 23-24, September 19, 2023
 - ii. Minutes of Regular Meeting September 19, 2023

MOTION: THAT THE MINUTES OF PUBLIC HEARING B&A FY 23-24 AND REGULAR MEETING SEPTEMBER 19, 2023 BE APPROVED AS PRESENTED.

- b. Resolution 2023/2024-2 To Determine the Estimate of Funds Needed for FY 2023-2024. ACTION {5}

MOTION: THAT RESOLUTION 2023/2024-2 TO DETERMINE THE ESTIMATE OF FUNDS NEEDED FOR FY 2023-2024 BE APPROVED AS PRESENTED.

- c. Afterschool activity at WNPL. INFORMATION {10}

- d. Policy 3053 Study Rooms. ACTION {10}

MOTION: THAT POLICY 3053 STUDY ROOMS BE APPROVED AS PRESENTED.

- e. Per Capita & Equalization Aid Grant Application requirements. INFORMATION {5}

- f. Other potentially actionable items: Agenda items for November 2023 Regular Meeting. INFORMATION {5}

- i. Presentation of Annual Audit for FY22-23
- ii. Monthly Financial Statements for September 2023
- iii. Ordinance 2023/2024-5 Annual Levy Ordinance for FY 23-24
- iv. Per Capita & Equalization Aid Grant Application requirements
- v. Year-end bonus for staff
- vi. WNPL Strategic Plan 2023-2025 update
- vii. Board Policies
 - 1. 3020 Circulation
 - 2. 3053 Study Rooms
- viii. Personnel Policies
 - 1. 280 Normal Weekly Hours
 - 2. 303 Vacation Benefits
- ix. Other

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

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

XIII. Reconvene Regular Meeting. ACTION {1}

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. Friends of the Library Meeting, Thursday, October 26, 2023, 1:00 – 2:00 p.m.
- 2. Special Board Meeting: Tuesday, November 7, 2023, 6:45 p.m.
- 3. Next Committee of the Whole Meeting, Tuesday, November 7, 2023, 7:00 p.m.
- 4. Next Regular Meeting: Tuesday, November 21, 2023, 7:00 p.m.
- 5. Library Closed for Thanksgiving Day, Thursday, November 23, 2023.

6. Library Closed/Limited Service for Rooftop Unit Installation from
November 27 – December 10, 2023.

b. By other trustees or the director

XVI. Adjournment. ACTION {<1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 158 minutes }