

To enrich, empower, and enlighten the people of the Warren-Newport Public Library District. — Mission statement approved by the Board of Trustees, July 18, 2023.

**Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees**

George Kotsinis, President	Katherine Arnold
Celeste Flores, Vice President	Wendy Hamilton
Jo Beckwith, Secretary	Bonnie Sutton
Andrea Farr Capizzi, Treasurer	

**Regular Board Meeting
Tuesday, December 12, 2023
McCullough Board Room**

Call to Order, Roll Call, and Determination of Quorum

President Kotsinis called the Meeting to order at 7:00 p.m.

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

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

Pledge of Allegiance

President Kotsinis led those present in the Pledge of Allegiance.

Reading of Mission Statement

President Kotsinis read the Mission Statement aloud.

Public Comments, Correspondence and Communications. None.

Consent Agenda

- a. Approval of Secretary's reports:
 - i. Minutes of Public Hearing November 21, 2023
 - ii. Minutes of Regular Meeting November 21, 2023
- b. Monthly Financial Statements for October 2023
- c. Approval of payrolls for November 2023
- d. Approval of bills payable for October 2023
- e. Approval of Board Policy 2040 Wage Scale
- f. Approval of Personnel Policies:
 - i. 303 Vacation Benefits
 - ii. 304 Illinois Paid Leave for All Workers Act

Secretary Beckwith removed item f. ii. from the Consent Agenda.

Secretary Beckwith moved and Trustee Sutton seconded that the Consent Agenda be approved as amended.

The motion carried on a voice vote.

Items(s) removed from Consent Agenda

Secretary Beckwith moved and Trustee Hamilton seconded to approve Policy 304 Illinois Paid Leave for All Workers Act as amended.

The motion carried on a voice vote.

President's Report

President Kotsinis presented a written report in the packet.

Reports of Other Trustees

Vice President Flores attended the ILA Legislative Breakfast.

Vice President Flores publicized that Woodland Education fund is restarting. They will be hosting a Trivia Night for the staff on January 12. The goal is to fundraise for teachers who have projects or programs that need financial support.

Executive Director's Report November 2023

Executive Director Livergood presented a written report in the packet.

Old Business

- a. Building Systems Update

Executive Director Livergood gave an oral update at the meeting.

New Business

- a. Personnel Policy 280 Workweek and Schedules

Secretary Beckwith moved and Trustee Arnold seconded that Policy 280 Workweek and Schedules be approved as amended.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Flores, Hamilton, Arnold, Beckwith, Farr Capizzi, Kotsinis

- b. Personnel Policy 502 Work Schedules

Trustee Sutton moved and Secretary Beckwith seconded that Policy 502 Work Schedules be eliminated.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Flores, Hamilton, Arnold, Beckwith, Farr Capizzi, Kotsinis

c. Treasurer's Report of Annual Receipts and Disbursements for FY 22-23
Treasurer Farr Capizzi moved and Trustee Hamilton seconded that the Board approve the Treasurer's Report of Annual Receipts and Disbursements for FY 22-23 as presented.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Flores, Hamilton, Arnold, Beckwith, Farr Capizzi, Kotsinis

d. Semi-annual Review of Closed Session Minutes
Secretary Beckwith gave an oral update.

e. Other potentially actionable items: Agenda items for January 2024
Regular Meeting.

- i. Per Capita & Equalization Aid Grant Application
- ii. Tax Abatement for Debt Service Ordinance
- iii. WNPL Strategic Plan 2023-2025 update
- iv. Semi-Annual review of closed Session Minutes

Public Forum. None.

Announcements

a. By the Chair:

- i. Upcoming calendar
 1. Library Closed All Day for The Holidays: December 24, 25 & 31, 2023, and January 1, 2024.
 2. Next Regular Meeting: Tuesday, January 16, 2024, 7:00 p.m., McCullough Board Room.
 3. Next Committee of the Whole Meeting: Tuesday, February 6, 2024, 7:00 p.m., Meeting Room A.

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

Treasurer Farr Capizzi moved and President Kotsinis seconded 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.

The motion carried on a roll vote as follows:

Ayes: Flores, Farr Capizzi, Sutton, Hamilton, Beckwith, Arnold, Kotsinis

Executive session started at 7:24 p.m.

Reconvene Regular Meeting

Regular Meeting reconvened at 7:49 p.m.

Motion as a Result of Executive Session

President Kotsinis moved and Secretary Beckwith seconded that Board accept Executive Session Livergood’s performance evaluation and increase compensation to \$161,283 beginning January 1, 2024.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Flores, Arnold, Beckwith, Hamilton, Farr Capizzi, Kotsinis

Adjournment

Secretary Beckwith moved and Treasurer Farr Capizzi seconded that the meeting be adjourned.

The motion carried on a unanimous voice vote.

President Kotsinis adjourned the meeting at 7:52 p.m.

/s/Jo Beckwith _____

Jo Beckwith, Secretary

Approved: January 16, 2024

/s/Celia G. Ornelas _____

Celia G. Ornelas, Recording Secretary