

Warren Newport Public Library

Board of Trustees

Regular Meeting

April 16, 2024 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. New business part 1
 - a. Resolutions of Appreciation to Mike Barr and Ed Gallagher. ACTION {10}
MOTION: TO ADOPT THE RESOLUTION OF APPRECIATION TO MIKE BARR AND ED GALLAGHER AS PRESENTED.
 - b. Approval of WNPL Report for Compliance with Decennial Committees on Local Government Efficiency. ACTION {10}
MOTION: TO APPROVE THE WNPL REPORT FOR COMPLIANCE WITH DECENNIAL COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY TO BE SUBMITTED TO THE LAKE COUNTY CLERK'S OFFICE PURSUANT TO LAW.
 - c. Dissolution of Committee on Local Government Efficiency Public Act. ACTION {5}
MOTION: TO DISOLVE THE COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY PUBLIC ACT.

- d. Recess for informal acknowledgement of resident committee members.
{10}
- VI. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {5}
 - a. Approval of Secretary's reports: Minutes of Regular Meeting March 19, 2024.
 - b. Reports of Standing Committees: ACTION {5}
 - i. Decennial Committee April 2, 2024
 - ii. Committee of the Whole April 2, 2024:
 - 1. Finance
 - 2. Building and Grounds
 - 3. Policy
 - 4. Summary, Personnel and General
 - c. Monthly Financial Statement for February 2024
 - d. Approval of payrolls for March 2024
 - e. Approval of bills payable for February 2024
 - f. Patron Suggestions March 2024
 - g. Approval of Board Policies:
 - i. 3020 Circulation
 - ii. 3030 Programming
 - h. Approval of Personnel Policy 316 Health Insurance
- VII. Item(s) removed from consent agenda, if any. ACTION {5}
- VIII. President's report. INFORMATION {5}
- IX. Reports of other trustees. INFORMATION {5}
- X. Executive Director's report April 2024. INFORMATION {5}
- XI. Old Business
 - a. Automated Materials Handling System update. INFORMATION {15}
 - b. Mobile Services Presentation. INFORMATION {5}
- XII. New business part 2
 - a. Ordinance 2024/2024-7 Ordinance Amending Budget and Appropriation Ordinance for Fiscal Year 2023-2024. ACTION {5}
MOTION: THAT ORDINANCE 2024/2024-7 BE ADOPTED AS PRESENTED.
 - b. Adoption of Personnel Policy 321 Staff Recognition. ACTION {5}
MOTION: THAT PERSONNEL POLICY 321 STAFF RECOGNITION BE ADOPTED AS PRESENTED.

- c. Approval the Closing of the Library on May 14, 2024 from 9 a.m. to 1 p.m. for Staff Development Day – Emergency Drills. ACTION {10}
MOTION: THAT THE BOARD APPROVE THE CLOSING OF THE LIBRARY ON TUESDAY, MAY 14, 2024 FROM 9 A.M. TO 1 P.M. FOR STAFF DEVELOPMENT DAY – EMERGENCY DRILLS.
- d. Other potentially actionable items: Agenda items for May 2024 Regular Meeting. INFORMATION {5}
 - i. Financial Statements for May 2024
 - ii. Review of the latest FY 2024-2025 Budget draft and discussion
 - iii. Tentative transfer of funds from Expendable Trust to Endowment Fund
 - iv. 2023-2025 WNPL Strategic Plan update
 - v. Bookmobile update
 - vi. Service model transition for Mobile Services: community survey
 - vii. Board Policies:
 - 1. Maker Space (Adoption of New Policy)
 - 2. 3010 Hours of Operation
 - viii. Personnel Policies
 - 1. 304 Illinois Paid Leave for All Workers Act
 - ix. Other

XIII. 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.

XIV. Announcements {5}

- a. By the chair:
 - i. Communications to the public
 - ii. Upcoming calendar:
 - 1. Committee of the Whole Meeting, Tuesday, May 7, 2024, 7:00 p.m.
 - 2. Library Closed May 14, 2024, from 9:00 a.m. to 1:00 p.m. for Staff Development.
 - 3. Regular Meeting, Tuesday, May 21, 2024, 7:00 p.m.

- b. By other trustees or the director

XV. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 154 minutes }