

Warren-Newport Public Library District Board of Trustees

Regular Meeting

Tuesday, March 18, 2025, 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 {2}
 - a. Secretary's Report: Approval of Minutes of Regular Meeting February 18, 2025
 - b. Reports of Standing Committees: Committee of the Whole March 4, 2025:
 - i. Finance
 - ii. Building and Grounds
 - iii. Policy
 - iv. Summary, Personnel and General
 - c. Approval of Monthly Financial Statements for January 2025
 - d. Approval of payrolls for February 2025
 - e. Approval of bills payable for January 2025
 - f. Patron Suggestions February 2025
 - g. Approval of Board Policies:
 - i. 1057 Advisory Groups
 - ii. 2003 Fund Balance

- iii. 2007 Debt
- iv. 3035 Reference and Reader's Advisory Services
- h. Approval of Personnel Policies:
 - i. 313 Benefits Continuation (COBRA)
 - ii. 320 Employee Retirement Savings Options

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 March 2025. INFORMATION {5}
- X. Old Business
 - a. Facilities improvement plan update. INFORMATION {15}
- XI. New business
 - a. Developer Donation Agreement with Ten Hotel & Residences, LLC.
INFORMATION AND POSSIBLE ACTION {5}
MOTION: THAT THE BOARD ADOPT THE DEVELOPER DONATION AGREEMENT WITH TEN HOTEL & RESIDENCES, LLC AS PRESENTED.
 - b. Strategic Plan Progress Report First Quarter 2025. INFORMATION {10}
 - c. Executive Director Annual Goals Progress Report First Quarter 2025.
INFORMATION {5}
 - d. Approval of additional funds in FY 2024-2025 budget for IT purchases.
INFORMATION AND POSSIBLE ACTION {15}
 - e. Other potentially actionable items: Agenda items for April 2025 Regular Meeting. INFORMATION {5}
 - i. Monthly Financial Statements for February 2025
 - ii. Initial presentation of FY2025-2026 budget draft
 - iii. Board of Trustees quarterly review: self-evaluation and goals
 - iv. Board Policies
 - 1. 1045 Minutes and Recordings of Executive Sessions
 - 2. 4013 Gift Donation
 - 3. 4015 Sponsorship
 - v. Personnel Policies
 - 1. 324 Employee Assistant Program
 - 2. 326 Flexible Spending Account
 - vi. 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. Consolidated Election April 1, 2025
2. Committee of the Whole, Tuesday, April 1, 2025, 7:00 p.m.
3. National Library Week: Drawn to the Library, April 6 -12, 2025.
4. Regular Meeting, Tuesday, April 15, 2025, 7:00 p.m.
5. Craft Supply Swap, Saturday, April 26, 2025, 9:30 a.m. to 1:30 p.m.

b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 121 minutes}