

**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, April 15, 2025
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 G. Ornelas, Smruti Savarkar, Rebekah Raleigh, Kerry Eagar and Kathie Fifer.

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.

- a. Public Comments. None.
- b. Written:
 - i. Potential Impact of Funding Cuts for Illinois Libraries brought by Illinois Heartland Library System & Reaching Across Illinois Library System.

Consent Agenda

- a. Approval of payrolls for March 2025
- b. Approval of bills payable for February 2025
- c. Patron Suggestions March 2025

d. Approval of Board Policy 1045 Minutes and Recording of Executive Sessions

e. Approval of Personnel Policies:

i. 324 Employee Assistance Program

ii. 326 Flexible Spending Account

Treasurer Farr Capizzi moved and Vice President Flores seconded that the Consent Agenda be approved as presented.

The motion carried on a unanimous voice vote.

President's Report

President Kotsinis presented a written report in the packet.

Reports of Other Trustees

Treasurer Farr Capizzi attended the Ukulele lesson on March 26, 2025, in the Library. She had a great time. The teacher was wonderful.

Treasurer Farr Capizzi noticed the dedication plaque on the puzzle table is not in place.

Vice President Flores will be attending a Latino Policy Forum in Springfield on the first week of May 2025.

Executive Director's Report April 2025

Executive Director Livergood presented a written report in the packet.

Old Business

a. Facilities Improvement Plan Update.

Executive Director presented a written report in the packet.

Trustee Arnold moved and President Kotsinis seconded that the Board approve the purchase of shelving and new service desks from LFI through the TIPS Cooperative Purchasing Agreement in the amount of \$245,268, to waive the competitive bidding process as permitted under section 2.04 of Board Policy 2025 Purchasing (Bids/Quotes) regarding joint purchases with other governmental agencies, and to authorize the Executive Director to execute all necessary documents related to this purchase, as presented.

The motion carried on a roll call vote as follows:

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

b. Developer Donation Agreement with Ten Hotel & Residences, LLC
Treasurer Farr Capizzi moved and President Kotsinis seconded that the Board adopt the developer donation agreement with Ten Hotel & Residences, LLC, as presented.

The motion carried on a roll call vote as follows:

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

New Business

- a. Secretary's Report: Approval of Minutes of Regular Meeting March 18, 2025

Secretary Beckwith moved and Trustee Arnold seconded that the Board approve the Minutes of Regular Meeting March 18, 2025, as presented.

The motion carried on a roll call vote as follows:

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

Abstain: Sutton

- b. Reports of Standing Committees: Committee of the Whole April 1, 2025.

- i. Finance
- ii. Building and Grounds
- iii. Policy
- iv. Summary, Personnel and General

Trustee Hamilton moved and Vice President Flores seconded that the Board approve the Reports of Committee of the Whole April 1, 2025, as presented.

The motion carried on a roll call vote as follows:

Ayes: Flores, Farr Capizzi, Hamilton, Kotsinis

Abstain: Beckwith, Arnold, Sutton

- c. Approval of Monthly Financial Statements for February 2025

Treasurer Farr Capizzi moved and President Kotsinis seconded that the Board approve the Monthly Financial Statements for February 2025, as presented.

The motion carried on a roll call vote as follows:

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

- d. Approval of Board Policy 4013 Gift Donation

Treasurer Farr Capizzi moved and President Kotsinis seconded that the Board approve Board Policy 4013 Gift Donation, as amended.

The motion carried on a roll call vote as follows:

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

e. Approval of Board Policy 4018 Naming Facilities

Treasurer Farr Capizzi moved and Trustee Sutton seconded that the Board approve Board Policy 4018 Naming Facilities, as amended.

The motion carried on a roll call vote as follows:

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

f. Ordinance 2024/2025-7 Ordinance Amending Budget and Appropriation Ordinance for Fiscal Year 2024-2025

Trustee Sutton moved and Trustee Hamilton seconded that the Board adopt Ordinance 2024/2025-7 Ordinance Amending the Budget and Appropriation Ordinance for FY 2024-2025, as presented.

The motion carried on a roll call vote as follows:

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

g. Initial Presentation of Budget FY 2025-2026 First Draft

Executive Director Livergood presented a report in the board packet.

h. Other Potentially actionable items: Agenda items for May 2025 Regular Meeting:

- i. Monthly Financial Statements for March 2025
- ii. Review of the latest FY2025-2026 budget draft and discussion
- iii. Reorganization of the Board of Trustees
- iv. Tentative transfer of funds from Expendable Trust to Endowment Fund
- v. Board Policies
 1. 2025 Purchasing (Bids-Quotes)
 2. 2035 Disposal or Sale of Library Property
 3. 3072 Local Author Collection
 4. 4015 Sponsorship
- vi. Personnel Policies
 1. 401 Timekeeping
 2. 403 Paydays

Public Forum. None.

Announcements

a. By the Chair:

- i. Upcoming calendar
 1. Library Closed Easter Sunday, April 20, 2025.
 2. Craft Supply Swap, Saturday, April 26, 2025, 9:30 a.m. to 1:30 p.m.
 3. Committee of the Whole, Tuesday, May 6, 2025, 7:00 p.m.

4. Library Closed for Staff Development Half Day: Thursday, May 8, 2025, 9:00 a.m. to 1:00 p.m.
5. Regular Meeting, Tuesday, May 20, 2025, 7:00 p.m.

Adjournment

Secretary Beckwith moved and Trustee Arnold seconded that the meeting be adjourned.

The motion carried on a unanimous voice vote.

President Kotsinis adjourned the meeting at 7:55 p.m.



Jo Beckwith, Secretary

Approved: May 20, 2025



Celia G. Ornelas, Recording Secretary

