

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      Lauren Bugner  
Celeste Flores, Vice President      Caroline Costa Beadle  
Kerry Eagar, Secretary      Bonnie Sutton  
Wendy Hamilton, Treasurer

**Regular and Reorganizational Board Meeting  
Tuesday, May 20, 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: Beckwith, Farr Capizzi, Kotsinis, Hamilton and Sutton.

Trustees absent: Arnold and Flores.

Also present: Executive Director Ryan Livergood, Recording Secretary Gina Ornelas, Rebekah Raleigh, Smruti Savarkar, Katie Troyer, Laurie Styracula, Miguel Ramirez-Cavazos, Jane Lindquist, Caroline Beadle, Anne More, Sally Foster, Adam Bugner, Lauren Bugner, Lori McDonald, Laura Stone, Kerry Eagar and Kent Eagar.

**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.

Laurie Styracula, former WNPL Trustee and President, sincerely thanked Jo Beckwith and Andrea Farr Capizzi for their dedication and hard work. She commended their thoughtful leadership and the lasting impact they had made, noting how their efforts have strengthened the WNPLD for the future.

- b. Written:
  - i. Consolidated Election Abstract of Votes from the Lake County Clerk.

### **Consent Agenda**

- a. Secretary's Report: Approval of Minutes of Regular Meeting April 15, 2025
- b. Monthly Financial Statements for March 2025
- c. Approval of payrolls for April 2025
- d. Approval of bills payable for March 2025
- e. Patron Suggestions April 2025
- f. Approval of Board Policies:
  - i. 2025 Purchasing (Bids-Quotes)
  - ii. 2035 Disposal or Sale of Library Property
  - iii. 3053 Study Rooms
  - iv. 3072 Local Author Collection
- g. Approval of Personnel Policies:
  - i. 409 Administrative Pay Corrections to be eliminated and combined with Policy 410 Payroll Deductions and Corrections
  - ii. 410 Payroll Deductions and Corrections

Treasurer Farr Capizzi moved and Trustee Sutton seconded that the Consent Agenda be approved as presented.

The motion carried on a voice vote.

Absent: Arnold, Flores

### **Old Business**

- a. Reports of Standing Committees. Committee of the Whole May 6, 2025:
  - i. Finance
  - ii. Building and Grounds
  - iii. Policy
  - iv. Summary, Personnel and General

Secretary Beckwith moved and Trustee Hamilton seconded that the Board approve the Committee of the Whole Reports for May 6, 2025, as presented.

The motion carried on a roll call vote as follows:

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

Absent: Flores, Arnold

- b. Transfer of Funds from Expendable Trust to Endowment Fund

Trustee Hamilton moved and Treasurer Farr Capizzi seconded that the Board approve the transfer of \$2,000 from Expendable Trust to Endowment Fund.

The motion carried on a roll call vote as follows:

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

Absent: Flores, Arnold

**Swearing in of Trustees Elected April 1, 2025, by the Secretary**

Secretary Beckwith administered the Oath of Office to Trustee-Elect Lauren Bugner.

Secretary Beckwith administered the Oath of Office to Trustee-Elect Kerry Eagar.

Secretary Beckwith administered the Oath of Office to Trustee-Elect Caroline Costa Beadle.

**Adjournment *Sine Die***

Treasurer Farr Capizzi moved and Secretary Beckwith seconded that meeting be adjourned *sine die*.

The motion carried on a voice vote.

Absent: Flores, Arnold

President Kotsinis adjourned the meeting *sine die* at 7:11 p.m.

**Seating of the New Board**

Election of President pro tempore.

Trustee Kotsinis moved and Trustee Sutton seconded to nominate Trustee Hamilton as President pro tempore.

The motion carried on a voice vote.

Absent: Flores

Election of Secretary pro tempore.

Trustee Kotsinis moved and Trustee Bugner seconded to nominate Trustee Sutton as Secretary pro tempore.

The motion carried on a voice vote.

Absent: Flores

**Call to Order, Roll Call, and Determination of Quorum**

President pro tempore Hamilton called the Meeting to order at 7:13 p.m.

Trustees present: Bugner, Costa Beadle, Eagar, Kotsinis, Hamilton and Sutton.

Trustee absent: Flores

### **Election of Officers**

Trustee Kotsinis moved and Secretary Pro tempore Sutton seconded to nominate: Trustee Kotsinis as President; Trustee Flores as Vice President, Trustee Hamilton as Treasurer, and Trustee Eagar as Secretary of the Warren-Newport Public Library District.

The motion carried on a voice vote.

Absent: Flores

### **Resolutions in Honor of Trustees Katherine Arnold, Jo Beckwith and Andrea Farr Capizzi**

President Kotsinis moved and Trustee Sutton seconded to adopt the Resolution of Appreciation honoring *Katherine Arnold* as presented and read.

The motion carried on a voice vote.

Absent: Flores

President Kotsinis moved and Trustee Sutton seconded to adopt the Resolution of Appreciation honoring *Jo Beckwith* as presented and read by Andrea Farr Capizzi.

The motion carried on a voice vote.

Absent: Flores

President Kotsinis moved and Trustee Hamilton seconded to adopt the Resolution of Appreciation honoring *Andrea Farr Capizzi* as presented and read by Jo Beckwith.

The motion carried on a voice vote.

Absent: Flores

### **Recess for Informal Acknowledgement of outgoing and incoming Trustees**

Recess started at 7:27 p.m.

### **Reconvene to Regular Meeting**

The meeting reconvened at 7:49 p.m.

President Kotsinis moved and Trustee Sutton seconded to edit the social portion of the meeting video.

The motion carried on a voice vote.

Absent: Flores

### **Appointment of Chairperson by New President**

President Kotsinis appointed chairs as follows:

Finance - Treasurer Hamilton

Building & Grounds – Trustee Costa Beadle

Policy – Trustee Sutton

General and Personnel – President Kotsinis

### **President’s Report**

President Kotsinis presented a written report in the packet.

**Reports of Other Trustees.** None.

### **Executive Director’s Report May 2025**

Executive Director Livergood presented a written report in the packet.

### **New Business**

- a. Signature cards for officers  
Executive Director Livergood gave oral information at the meeting.

- b. Approval of Trustee Board Roster  
Executive Director Livergood presented a report in the board packet.  
Trustee Sutton moved and Treasurer Hamilton seconded that the Board ratify the current Board Roster for filing.  
The motion carried on a voice vote.  
Absent: Flores

- c. Budget FY 2025-2026  
Executive Director Livergood presented a written report in the packet.

- d. Training for newly elected trustees.  
Executive Director Livergood gave oral information at the meeting.

- e. Other Potentially actionable items: Agenda items for June 2025 Regular Meeting:
  - i. Ordinance for Regular Meeting Schedule for FY 2025-2026
  - ii. Ordinance to Transfer Money to the Special Reserve Fund
  - iii. Adoption of working Budget for FY 2025-2026
  - iv. Strategic Plan updated for 2023-2025
  - v. Semi-annual review of closed session minutes
  - vi. Executive Director Quarterly Review
  - vii. Board Policies

1. 3001 Access to Materials
  2. 3020 Circulation
  3. 3023 Fines and Fees
  4. 3067 Flags on WNPL Property
- viii. Personnel Policies
1. 401 Timekeeping (Tentative)
  2. 403 Paydays (Tentative)

**Public Forum.** None.

**Announcements**

- a. By the Chair:
  - i. Upcoming calendar
    1. Library Closed Memorial Day, Monday, May 26, 2025.
    2. Committee of the Whole, Tuesday, June 3, 2025, 7:00 p.m.
    3. Special Meeting , Thursday, June 5, 2025, 7:00 p.m.
    4. Regular Meeting, Tuesday, June 17, 2025, 7:00 p.m.

**Adjournment**

Treasurer Hamilton moved and Trustee Costa Beadle seconded that the meeting be adjourned.

The motion carried on a voice vote.

Absent: Flores

President Kotsinis adjourned the meeting at 8:29 p.m.

/s/ Kerry Eagar  
Kerry Eagar, Secretary

Approved: June 17, 2025

/s/ Gina Ornelas  
Gina Ornelas, Recording Secretary