

# Warren-Newport Public Library District Board of Trustees

## Regular Meeting

**July 15, 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 {3}
  - a. Approval of payrolls for June 2025
  - b. Approval of bills payable for May 2025
  - c. Patron Suggestions June 2025MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.
- VI. Item(s) removed from consent agenda, if any. ACTION {3}
- VII. President's report. INFORMATION {5}
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Executive Director's report July 2025. INFORMATION {5}
- X. Old Business
  - a. Facilities Improvement Update. INFORMATION {10}
  - b. Use of WNPL as a Voting Site. INFORMATION {5}

- c. Approval of Semi-annual Review of Closed Session Minutes: First Half Year Review. ACTION {5}

MOTION: THAT THE BOARD APPROVED THE SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES AS PRESENTED.

XI. New Business

- a. Construction Delivery Method Selection for Building Project. INFORMATION AND POSSIBLE ACTION {10}
- b. Strategic Planning Process. INFORMATION AND POSSIBLE ACTION {10}
- c. Monthly Financial Statements for May 2025. ACTION {10}

MOTION: THAT THE BOARD APPROVE THE MONTHLY FINANCIAL STATEMENTS FOR MAY 2025 AS PRESENTED.

- d. Secretary's Reports. Approval of Minutes of Regular Meeting June 17, 2025. ACTION {3}

MOTION: THAT THE BOARD APPROVE THE MINUTES OF REGULAR MEETING JUNE 17, 2025 AS PRESENTED.

- e. Ordinance 2025/2026-1 Building and Maintenance Tax. ACTION {10}

MOTION: THAT ORDINANCE 2025/2026-1 BUILDING AND MAINTENANCE TAX BE APPROVED AS PRESENTED.

- f. Ordinance 2025/2026-2 Non-Resident Library Card Program. ACTION {10}

MOTION: THAT ORDINANCE 2025-2026-2 NON-RESIDENT LIBRARY CARD PROGRAM BE APPROVED AS PRESENTED.

- g. Ordinance 2025/2026-3 Tentative Budget and Appropriation FY 2025-2026. ACTION {10}

MOTION: THAT ORDINANCE 2025/2026-3 TENTATIVE BUDGET AND APPROPRIATION FY 2025-2026 BE APPROVED AS PRESENTED.

- h. Setting The Public Hearing for the Annual Budget and Appropriation for FY 25-26. ACTION {5}

MOTION: THAT THE PUBLIC HEARING FOR THE ANNUAL BUDGET AND APPROPRIATION BE SET FOR TUESDAY, SEPTEMBER 16, 2025 AT 7:00 P.M.

- i. Approval of Policy 3023 Fines and Fees. ACTION {5}

MOTION: THAT POLICY 3023 FINES AND FEES BE APPROVED AS PRESENTED.

- j. Approval of Policy 4030 Freedom of Information Act (FOIA). ACTION {5}

MOTION: THAT POLICY 4030 FOIA BE APPROVED AS PRESENTED.

- k. Annual Audit of Secretary's Meetings Minutes for FY 2024-2025. INFORMATION {5}

- l. Board of Trustees Quarterly Review: Self-evaluation and Goals. INFORMATION {10}

- m. Other potentially actionable items: Agenda items for August 2025 Regular Meeting. INFORMATION {5}

- i. Monthly Financial Statements for June 2025
- ii. Approval of 2025 Illinois Public Library Annual Report (IPLAR)
- iii. Annual Audit of WNPL Financial Statements Information
- iv. New Strategic Planning Process
- v. Board Policies TBD
- vi. Personnel Policies TBD
- vii. 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. Next Committee of the Whole Meeting: Tuesday, August 5, 2025, 7:00 p.m.
  2. Friends of the Library Book Sale, Saturday, August 9, 2025.
  3. Gurnee Days Celebration, Saturday, August 9 & Sunday, August 10, 2025.
  4. Next Regular Board Meeting: Tuesday, August 19, 2025, 7:00 p.m.
  5. Friends of the Library Meeting, Thursday, August 28, 2025.

- b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 183 minutes}

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*Individuals requiring special accommodations as specified by the American with Disabilities Act are requested to notify the Library Director at 847-244-5150 ext.3101 at least 48 hours in advance of this meeting date.*