

**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 Board Meeting  
Tuesday, June 17, 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: Bugner, Eagar, Hamilton and Kotsinis.

Trustees absent: Costa Beadle and Sutton.

Vice President Flores joined the meeting remotely via zoom.

Also present: Executive Director Ryan Livergood, Recording Secretary Gina Ornelas, Smruti Savarkar, Mike Jaworek and Katie Troyer.

**Pledge of Allegiance**

President Kotsinis led those present in the pledge of Allegiance.

**Reading of Mission Statement**

President Kotsinis read the Mission Statement aloud.

President Kotsinis moved and Trustee Bugner seconded that the Board approve Vice President Flores to join the meeting remotely via zoom.

The motion carried on a voice vote.

Absent: Costa Beadle, Sutton

**Public Comments, Correspondence and Communications.**

a. Public Comments

Mike Jaworek, the newly elected Board President of the Zion-Benton Public Library, introduced himself and attended the meeting to observe and gain insight into effectively conducting board meetings.

b. Written Correspondence. None.

## **Consent Agenda**

- a. Approval of payrolls for May 2025
- b. Approval of bills payable for April 2025
- c. Patron Suggestions May 2025

Treasurer Hamilton moved and Secretary Eagar seconded that the Consent Agenda be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Bugner, Eagar, Flores, Hamilton, Kotsinis

Absent: Sutton, Costa Beadle

President Kotsinis moved and Trustee Bugner seconded to move the Facilities Improvement Plan item after the Executive Director's Report under Old Business as item b.

The motion carried on a roll call vote as follows:

Ayes: Bugner, Eagar, Flores, Hamilton, Kotsinis

Absent: Sutton, Costa Beadle

## **President's Report**

President Kotsinis presented a written report in the packet.

## **Reports of Other Trustees.** None.

## **Executive Director's Report June 2025**

Executive Director Livergood presented a written report in the packet.

## **Old Business**

- a. Approval of Annual Budget FY 2025-2026

Executive Director Livergood presented a written report in the packet.

Executive Director Livergood presented a written update of the Annual Budget for FY 2025-2026 at the meeting.

Treasurer Hamilton moved and Secretary Eagar seconded that the Board approved the Annual Budget for Fiscal Year 2025-2026 as presented.

The motion carried on a roll call vote as follows:

Ayes: Eagar, Bugner, Hamilton, Flores, Kotsinis

Absent: Costa Beadle, Sutton

b. Facilities Improvement Plan

Executive Director Livergood presented a written report in the packet. Trustee Bugner moved and President Kotsinis seconded that the Board approve the Facilities Improvement Plan as presented.

The motion carried on a roll call vote as follows:

Ayes: Hamilton, Eagar, Bugner, Flores, Kotsinis

Absent: Costa Beadle, Sutton

**New Business**

a. Secretary's Reports. Approval of Minutes of:

i. Regular Meeting May 20, 2025

ii. Special Meeting June 5, 2025

Treasurer Hamilton moved and President Kotsinis seconded that the Board approve Minutes of Regular Meeting May 20, 2025, as presented.

The motion carried on a roll call vote as follows:

Ayes: Eagar, Bugner, Hamilton, Kotsinis

Abstain: Flores

Absent: Costa Beadle, Sutton

Trustee Bugner moved and Secretary Eagar seconded that the Board approve Minutes of Special Meeting June 5, 2025, as presented.

The motion carried on a roll call vote as follows:

Ayes: Hamilton, Bugner, Eagar, Kotsinis

Abstain: Flores

Absent: Costa Beadle, Sutton

b. Reports of Standing Committees. Committee of the Whole June 3, 2025.

i. Finance

ii. Building and Grounds

iii. Summary and General

Treasurer Hamilton moved and President Kotsinis seconded that the Board approve the Committee of the Whole Reports for June 3, 2025, as presented.

The motion carried on a roll call vote as follows:

Ayes: Bugner, Hamilton, Eagar, Flores, Kotsinis

Absent: Costa Beadle, Sutton

c. Monthly Financial Statements for April 2025

Secretary Eagar moved and Treasurer Hamilton seconded that the Board approve the Monthly Financial Statements for April, 2025, as presented.

The motion carried on a roll call vote as follows:

Ayes: Hamilton, Eagar, Bugner, Flores, Kotsinis

Absent: Costa Beadle, Sutton

d. Ordinance 2024/2025-8 Regular Meeting Schedule for FY 2025-2026  
Trustee Bugner moved and Secretary Eagar seconded that the Board approve Ordinance 2024/2025-8 Regular Meeting Schedule for FY 2025-2026 as presented.

The motion carried on a roll call vote as follows:

Ayes: Eagar, Flores, Bugner, Hamilton, Kotsinis

Absent: Costa Beadle, Sutton

e. Ordinance 2024/2025-9 To Transfer Money to the Special Reserve Fund  
Treasurer Hamilton moved and President Kotsinis seconded that the Board approve Ordinance 2024/2025-9 To Transfer \$500,000 from the Corporate Fund to the Special Reserve Fund as presented.

The motion carried on a roll call vote as follows:

Ayes: Hamilton, Eagar, Bugner, Flores, Kotsinis

Absent: Costa Beadle, Sutton

f. Semi-annual Review of Closed Session Minutes

President Kotsinis gave oral information at the meeting.

Secretary Eagar and Vice President Flores will review the Closed Session Minutes and present at the Regular Meeting July 15, 2025 for approval.

g. Strategic Plan Progress Report Second Quarter

Executive Director Livergood presented a written report in the packet.

h. Executive Director Annual Goals Progress Second Quarter 2025

Executive Director Livergood presented a written report in the packet.

i. Other Potentially actionable items: Agenda items for July 2025 Regular Meeting:

i. Ordinance Building and Maintenance Tax

ii. Ordinance Non Library Card Program

iii. Ordinance Tentative Budget & Appropriation

iv. Approval of Semi-annual of Closed Session Minutes

v. Annual Audit of Secretary's Meetings Minutes FY 2024-2025

vi. Board Policy 4030 FOIA

vii. Personnel Policies

1. 401 Timekeeping (Tentative)

2. 403 Paydays (Tentative)

3. 405 Separation of Employment (Tentative)

viii. Board of Trustees Quarterly Review: Self-evaluation and Goals

### **Public Forum.**

Smruti Savarkar, Head of IT, expressed gratitude the Board of Trustees for their support and approval of the staff computer refresh project.

**Announcements**

- a. By the Chair:
  - i. Upcoming calendar
    - 1. Library Closed Independence Day, Friday, July 4, 2025.
    - 2. Regular Meeting, Tuesday, July 15, 2025, 7:00 p.m.
    - 3. Committee of the Whole, Tuesday, August 5, 2025, 7:00 p.m.

**Adjournment**

Secretary Eagar moved and Trustee Bugner seconded that the meeting be adjourned.

The motion carried on a voice vote.

Absent: Sutton, Costa Beadle

President Kotsinis adjourned the meeting at 7:49 p.m.

/s/ Kerry Eagar  
Kerry Eagar, Secretary

Approved: July 15, 2025

/s/ Gina Ornelas  
Gina Ornelas, Recording Secretary