

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

**Regular Board Meeting
November 18, 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, Costa Beadle, Eagar, Kotsinis, Hamilton and Sutton.
Trustees absent: Flores.

Also present: Executive Director Ryan Livergood, Recording Secretary Gina Ornelas, Rebekah Raleigh, Katie Troyer, David Vinjamuri, Shaun Kelly and Doug Wideburg.

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. None.

Facilities Improvement Plan Update

Executive Director Livergood presented a written report in the packet.
Shaun Kelly from Engberg and Anderson Architects gave a presentation.

Presentation of Annual Audit Report and Financial Statements by ATA Group LLP for fiscal year ended June 30, 2025

Executive Director Livergood presented the audit report and statements in the packet.

Raj Magaraha, Managing Partner with ATA group presented the audit, explained it and answered questions.

Trustee Sutton moved and Secretary Eagar seconded that the Board accept the Annual Audit Report and Financial Statements for FY ended June 30, 2025, as audited by ATA Group LLP as presented.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Bugner, Eagar, Costa Beadle, Hamilton, Kotsinis

Absent: Flores

Consent Agenda

- a. Reports of Standing Committees. Committee of the Whole November 12, 2025:
 - i. General
 - ii. Finance
 - iii. Building and Grounds
 - iv. Policy
 - v. Personnel and Summary
- b. Monthly Financial Statements for September 2025
- c. Approval of payrolls for October 2025
- d. Approval of bills payable for September 2025
- e. Patron Suggestions October 2025
- f. Approval of Personnel Policy 601 Leave of Absence
- g. Approval of Personnel Policies to be eliminated:
 - i. 603 Personal Leave
 - ii. 605 Military Leave

President Kotsinis removed item a. iii from the Consent Agenda.

Trustee Bugner moved and President Kotsinis seconded that the Consent Agenda be approved as presented with the exception of item a. iii.

The motion carried on a voice vote.

Absent: Flores

President's Report

President Kotsinis presented a written report in the packet.

Reports of Other Trustees

Secretary Eagar attended the Friends of the Library Booksale. She thanked Becky Kotsinis for her help as her first Booksale volunteering. Becky had 6 more volunteers signed off. The Booksale was very successful.

Executive Director's Report November 2025

Executive Director Livergood presented a written report in the packet.

Old Business

- a. Strategic Planning Update

Executive Director Livergood presented a written report in the packet.

New Business

- a. Secretary's Reports. Approval of Minutes of Regular Meeting October 21, 2025.

Treasurer Hamilton moved and Secretary Eagar seconded that the Minutes of Regular Meeting October 21, 2025, be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Hamilton, Costa Beadle, Eagar, Bugner, Kotsinis

Abstain: Sutton

Absent: Flores

- b. Board Policy 3020 Circulation

Treasurer Hamilton moved and Trustee Sutton seconded that Board Policy 3020 Circulation be approved as presented.

The motion carried on a voice vote.

Absent: Flores

- c. Board Policy 3021 Library of Things

Trustee Bugner moved and Secretary Eagar seconded that Board Policy 3021 Library of Things be approved as presented.

The motion carried on a voice vote.

Absent: Flores

- d. Ordinance 2025/2026-6 Annual Levy Ordinance for FY 25-26

President Kotsinis moved and Trustee Sutton seconded that Ordinance 2025/2026-6 Annual Levy Ordinance for FY 25-26 be approved as amended.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Bugner, Eagar, Hamilton, Costa Beadle, Kotsinis

Absent: Flores

e. Transfer of Funds from Corporate Fund to the Bond Fund

President Kotsinis moved and Trustee Costa Beadle seconded that the Board approve the transfer of \$650,750.00 from Corporate Fund to the Bond Fund. The motion carried on a roll call vote as follows:

Ayes: Bugner, Sutton, Costa Beadle, Eagar, Hamilton, Kotsinis

Absent: Flores

f. Special Board Statement on Immigration Enforcement

Executive Director Livergood presented a written report in the packet. President Kotsinis moved and Trustee Costa Beadle seconded that the Board instructed Executive Director Livergood to post the updated revised of Special Board Statement on Immigration Enforcement as amended to our Library sites. The motion carried on a roll call vote as follows:

Ayes: Eagar, Bugner, Hamilton, Sutton, Costa Beadle, Kotsinis

Absent: Flores

g. Year-end Bonus for Staff

Secretary Eagar moved and Trustee Bugner seconded that the Board celebrate WNPL's wonderful library staff for their service to our community and that we acknowledge their excellent work with the staff bonus of \$75.00 included in current budget prior to December 31, 2025.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Eagar, Hamilton, Costa Beadle, Bugner, Kotsinis

Absent: Flores

h. Other Potentially actionable items: Agenda items for December 2025

Regular Meeting:

- i. Monthly Financial Statements for October 2025
- ii. Treasurer's Report of Annual Receipts and Disbursements
- iii. Semi-annual Review of closed Session Minutes information
- iv. Per Capita and Equalization Aid Grant Requirements
- v. Executive Director's Annual Performance Evaluation
- vi. Board Policies
 1. 2040 Wage Scale
 2. 3065 Technology Use by the Public
 3. 4012 Sponsorship
- vii. Personnel Policies TBD

Public Forum. None.

Announcements

a. By the Chair:

- i. Upcoming calendar

1. Library Closed for Staff Development Day, Thursday, November 20, 2025
2. Library Closed for Thanksgiving Day, Thursday, November 27, 2025.
3. Committee of the Whole, Tuesday, December 2, 2025, 7:00 p.m.
4. North Suburban and Chicago Library Legislative Breakfast, Wednesday, December 3, 2025, 8:00 a.m. – 10:00 a.m.
5. Regular Meeting, Tuesday, December 16, 2025, 7:00 p.m.
6. Special Board Meeting, Monday, December 22, 2025, 10:00 a.m.
7. Library Closed for Christmas Eve, Wednesday, December 24, 2025.
8. Library Closed for Christmas Day, Thursday, December 25, 2025.
9. Library Closed for New Year's Eve, Wednesday, December 31, 2025.
10. Library Closed for New Year's Day, Thursday, January 1, 2026.

Enter into Executive Session [5ILCS 120/2.(c)(1)] to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

President Kotsinis moved and Trustee Bugner seconded that the Board enter into executive session [5ILCS 120/2.(c)(1)] to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body with Executive Director Livergood present for a portion of the session

The motion carried on a roll call vote as follows:

Ayes: Sutton, Eagar, Hamilton, Costa Beadle, Bugner, Kotsinis

Absent: Flores

Executive Session started at 8:47 p.m.

Reconvene to Regular Meeting

The Regular meeting reconvened at 9:35 p.m.

Adjournment

Trustee Sutton moved and Trustee Bugner seconded that the meeting be adjourned.

The motion carried on a voice vote.

Absent: Flores

President Kotsinis adjourned the meeting at 9:35 p.m.

/s/ *Kerry Eagar*
Kerry Eagar, Secretary

Approved: December 16, 2025

/s/ *Gina Ornelas*
Gina Ornelas, Recording Secretary