Empowering our community by connecting people to information, ideas, and opportunities. – Mission statement approved by the Board of Trustees, January 20, 2026.

Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees

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

# Regular Board Meeting Minutes

## Tuesday, June 16, 2026

224 North O'Plaine Road, Gurnee, IL 60031
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: Costa Beadle, Eagar, Flores, Hamilton, Kotsinis and Sutton.
Trustees absent: Bugner.
Also present: Executive Director Ryan Livergood, Gina Ornelas Recording Secretary, Rebekah Raleigh and Smruti Savarkar.

**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.

**Consent Agenda**

a. Reports of Standing Committees. Committee of the Whole June 2, 2026:
   - Finance
   - Building and Grounds – **Not presented in the packet**
   - Policy
   - Personnel, General and Summary

b. Monthly Financial Statements for April 2026

c. Approval of payrolls for May 2026

d. Approval of bills payable for April 2026

e. Patron Suggestions May 2026

f. Approval of Board Policy 3045 Special Use Spaces: Coco's Cove, The Point, The Vault, and Quiet Reading Room

g. Approval of Personnel Policies:
   - 506 Meal and Rest Breaks
   - 507 Overtime and Premium Pay
   - 512 Business Travel Expenses

Vice President Flores moved and Trustee Sutton seconded that the Consent Agenda be approved as presented minus item a. Building and Grounds Report.
The motion carried on a voice vote.
Absent: Bugner

**President's Report**

President Kotsinis presented a written report in the packet.

**Reports of Other Trustees.** None.

**Executive Director's Report June 2026**

Executive Director Livergood presented a written report in the packet.

**Old Business**

a. Facilities Plan Update

Executive Director Livergood presented a written report in the packet.

b. Approval of Annual Budget Fiscal Year 2026-2027

President Kotsinis moved and Treasurer Hamilton seconded that the Board approve the Annual Budget for Fiscal Year 2026-2027 as presented.

The motion carried on a roll call vote as follows:

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

Absent: Bugner

**New Business**

a. Secretary's Reports. Minutes of Regular Meeting May 19, 2026.

Vice President Flores moved and Trustee Sutton seconded that the Board approve the Minutes of Regular Meeting May 19, 2026 as presented.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Flores, Eagar, Hamilton, Kotsinis

Abstain: Costa Beadle

Absent: Bugner

b. Ordinance 2025/2026-10 Annual Meeting Schedule for Fiscal Year 2026-2027

Trustee Sutton moved and Treasurer Hamilton seconded that the Board approve the Ordinance 2025/2026-10 Annual Meeting Schedule for Fiscal Year 2026-2027 as presented.

The motion carried on a roll call vote as follows:

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

Absent: Bugner

c. Ordinance 2025/2026-11 Transfer to Special Reserve Fund

Treasurer Hamilton moved and Secretary Eagar seconded that the Board approve the Ordinance 2025/2026-11 Transfer to Special Reserve Fund as presented.
The motion carried on a roll call vote as follows:
Ayes: Sutton, Flores, Costa Beadle, Eagar, Hamilton, Kotsinis
Absent: Bugner

d. Transfer of Funds from Expendable Trust Fund to Endowment Fund

President Kotsinis moved and Trustee Costa Beadle seconded that the Board approve a transfer of $1,000 from Expendable Trust Fund to Endowment Fund.
The motion carried on a roll call vote as follows:
Ayes: Eagar, Flores, Hamilton, Sutton, Costa Beadle, Kotsinis
Absent: Bugner

e. Ordinance 2025/2026-12 Regulating Reimbursement of Travel, Meal and Lodging Expenses

Trustee Sutton moved and Treasurer Hamilton seconded that the Board approve Ordinance 2025/2026-12 Regulating Reimbursement of Travel, Meal and Lodging Expenses as presented.
The motion carried on a roll call vote as follows:
Ayes: Costa Beadle, Hamilton, Eagar, Sutton, Flores, Kotsinis
Absent: Bugner

f. Strategic Plan Progress Report Second Quarter

Executive Director Livergood presented a written report in the packet.

g. Executive Director Annual Goals Progress Report for Second Quarter

Executive Director Livergood presented a written report in the packet.

**Other Potential Action Items**

a. Agenda items for the July 2026 Regular Meeting:

- Monthly Financial Statements for May 2026
- Ordinance Building and Maintenance Tax for Fiscal Year 2026-2027
- Ordinance Non-Resident Library Card Program
- Ordinance Tentative Budget & Appropriation for Fiscal Year 2026-2027
- Semi-annual Review of Closed Session Minutes: Second Half of the Year
- Annual Audit for Secretary's Records for Fiscal Year 2025-2026
- Board of Trustees Annual Self Training and Development Report for IPLAR
- Board Policy 4030 FOIA
- Personnel Policies – To Be Determined

**Public Forum.** None.

**Announcements by the Chair**

a. Upcoming Calendar

- Library Closed for Facilities Improvement, Thursday, June 25, 2026.
- Library Delay Opening Friday, June 26, 2026 at 1:00 p.m.
- American Library Association (ALA) Annual Conference, June 26-29, 2026.
- Library Closed Independence Day, Saturday July 4, 2026.
- Coco's Cove Reopening, Monday, July 6, 2026.
- Committee of the Whole Meeting, Tuesday, July 7, 2026.
- Regular Board Meeting, Tuesday, July 21, 2026, 7:00 p.m.
- Ribbon Cutting Grand Opening, Saturday, July 25, 2026, 12:30 p.m.
- Back to School Event, Saturday, July 25, 2026.

**Adjournment**

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

The motion carried on a voice vote.

Absent: Bugner

President Kotsinis adjourned the meeting at 7:41 p.m.

/s/Kerry Eagar

Kerry Eagar, Secretary

Approved: July 21, 2026

/s/Gina Ornelas

Gina Ornelas, Recording Secretary