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, August 18, 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: Bugner, Hamilton, Kotsinis and Sutton.

Trustees absent: Costa Beadle, Eagar and Flores.

Also present: Executive Director Ryan Livergood, Gina Ornelas Recording Secretary, Smruti Savarkar, Rebekah Raleigh 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.

Appointment of Secretary Pro Tempore

President Kotsinis moved and Trustee Bugner seconded that the Board appoint Trustee Sutton as the Secretary Pro Tempore at this Regular Meeting in absence of Secretary Eagar.

The motion carried on a voice vote.

Absent: Flores, Eagar, Costa Beadle

Public Comments, Correspondence and Communications. None.

Consent Agenda

a. Reports of Standing Committees. Committee of the Whole August 4, 2026:
   - Finance
   - Building and Grounds - not presented
   - Policy
   - Personnel, General and Summary

b. Monthly Financial Statements for June 2026

c. Approval of payrolls for July 2026

d. Approval of bills payable for June 2026

e. Patron Suggestions July 2026

f. Approval of Board Policies
   - 3057 Art Collection
   - 3067 Flags on Warren-Newport Public Library Property

g. Approval of Personnel Policies:
   - 501 Safety
   - 508 Use of Equipment and Vehicles

President Kotsinis removed item a. Building and Grounds Report from the Consent Agenda.

President Kotsinis moved and Treasurer Hamilton seconded that the Consent Agenda be approved as presented excluding item a. Building and Grounds Report.
The motion carried on a voice vote.
Absent: Flores, Eagar, Costa Beadle

President's Report

President Kotsinis presented a written report in the packet.

Reports of Other Trustees

Trustee Sutton commented that one of her friends attended "The Chicago Music Scene of the 1960s" Library Program on August 12, 2026. She had a great time and mentioned there were about 40 participants and it was really well done, and enjoyable. Trustee Sutton was disappointed to miss the program.
Trustee Bugner reported that the 2026 Gurnee Queens: Maddie, Avery and Gianna, enjoyed taking part in the Ribbon Cutting ceremony at the library on July 25, 2026.

Executive Director's Report August 2026

Executive Director Livergood presented a written report in the packet.

Old Business

a. Facilities Plan Update

Executive Director Livergood gave an oral report at the meeting.

New Business

a. Approval of contract for RTU-15 repair to Hartwig Mechanical. (POSSIBLE ACTION)

Executive Director Livergood presented a written report in the packet.
President Kotsinis moved and Trustee Sutton seconded that the Board authorize the administration to enter into a contract with Hartwig Mechanical for the amount of $26,498 to complete the work on the McQuay RTU-15 rooftop HVAC unit.

The motion carried on a roll call vote as follows:
Ayes: Sutton, Hamilton, Bugner, Kotsinis
Absent: Flores, Eagar, Costa Beadle

b. Staff Recognition

President Kotsinis moved and Trustee Sutton seconded that the Board express its sincere gratitude to the Warren-Newport Public Library staff for their information, support, dedication, flexibility, and hard work during the library renovation. In recognition of their outstanding efforts and positive response from library leadership and patrons, the Board awards each staff member one special day off.
The motion carried on a roll call vote as follows:
Ayes: Hamilton, Sutton, Bugner, Kotsinis
Absent: Flores, Eagar, Costa Beadle

c. Secretary's Reports. Minutes of Regular Meeting July 21, 2026.

Trustee Bugner moved and Treasurer Hamilton seconded that the Board approve the Minutes of Regular Meeting July 21, 2026 as presented.
The motion carried on a voice vote.
Absent: Flores, Eagar, Costa Beadle

d. Approval of 2026 Illinois Public Library Annual Report (IPLAR)

Treasurer Hamilton moved and Trustee Bugner seconded to approve the 2026 Illinois Public Library Annual Report (IPLAR) to be submitted to the office of the Illinois Secretary of State pursuant to law.
The motion carried on a roll call vote as follows:
Ayes: Bugner, Sutton, Hamilton, Kotsinis
Absent: Flores, Eagar, Costa Beadle

Other Potential Action Items

a. Agenda items for the September 2026 Regular Meeting:
   - Monthly Financial Statements for July 2026

- Annual Budget and Appropriation Budget Ordinance
- Resolution Proclamation Friends of the Library Week
- Board Policies
  - 1025 Authority of Library Trustees
  - 2013 Audit
  - 3050 Meeting Rooms
- Personnel Policies:
  - 303 Vacation Benefits
  - 518 Workplace Monitor
  - 528 Suggestions for Improvement
- Executive Director Quarterly Review-Evaluation and Goals

Public Forum. None.

Announcements by the Chair

a. Upcoming Calendar

- Next Committee of the Whole Meeting, Tuesday, September 1, 2026.
- Library Closed for Labor Day, Sunday, September 6, and Monday, September 7, 2026.
- Public Hearing for Budget and Appropriation Fiscal Year 2026-2027, Tuesday, September 15, 2026, 7:00 p.m.
- Regular Board Meeting, Tuesday, September 15, 2026, 7:15 p.m.

Adjournment

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

The motion carried on a voice vote.

Absent: Flores, Eagar, Costa Beadle

President Kotsinis adjourned the meeting at 7:26 p.m.

/s/Bonnie Sutton

Bonnie Sutton, Secretary Pro Tempore

Approved: September 15, 2026

/s/Gina Ornelas

Gina Ornelas, Recording Secretary