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 Agenda

Tuesday, October 20, 2026, 7:00 p.m.
224 North O'Plaine Road, Gurnee, Illinois 60031
McCullough Board Room

AGENDA ITEMS

Number in braces { } indicate estimated time in minutes

Call to Order, Roll Call and Determination of Quorum {1}

Pledge of Allegiance {1}

Reading of the Mission Statement {1}

Public Comments, Correspondence and Communications. Information {20}

1. Public Comments

The Board of Trustees allows up to **20 minutes** for Public Comments. 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.

2. Written Correspondence and Communications:

- Memoranda from legal counsel
- Other

Consent Agenda, Action {3}
(Any Trustee may remove items from the consent agenda for separate action by the Board)

1. Report of Standing Committees. Committee of the Whole Building and Grounds Report August 4, 2026.
2. Approval of payrolls for September 2026
3. Approval of bills payable for August 2026
4. Patron Suggestions September 2026
   Motion: That the Consent Agenda be approved as presented.

Item(s) removed from the consent agenda, if any. Action {3}

President's report. Information {3}

Reports of other trustees. Information {5}

Executive Director's Report October 2026. Information {5}

Old Business
Facilities improvement update. Information {10}

New Business

1. Outdoor Space Project. Information {5}
2. Secretary's Reports. Approval of :

- Minutes of Public Hearing for Budget and Appropriation for Fiscal Year 2026-2027, September 15, 2026. Action {2}
  Motion: That the Board approve the Minutes of Public Hearing for Budget and Appropriation for Fiscal Year 2026-2027, September 15, 2026 as presented.

- Minutes of Regular Meeting September 15, 2026. Action {2}
  Motion: That the Board approve the Minutes of Regular Meeting September 15, 2026 as presented.

3. Approval of Monthly Financial Statements for August 2026. Action {5}
   Motion: That the Board approve the Monthly Financial Statements for August 2026 as presented.

4. Approval of Board Policies.

   - 3001 Access to Materials. Action {5}
     Motion: That the Board approve Board Policy 3001 Access to Materials as amended.

   - 3048 The Workshop. Action {5}
     Motion: That the Board approve Board Policy 3048 The Workshop as amended.

5. Approval of Personnel Policies.

   - 305 Holidays. Action {5}
     Motion: That the Board approve Personnel Policy 305 Holidays as amended.

   - 307 Sick Leave Benefits Action {5}
     Motion: That the Board approve Personnel Policy 307 Sick Leave Benefits as amended.

   - 530 Remote Work. Action {5}
     Motion: That the Board approve Personnel Policy 530 Remote Work as amended.

6. Resolution 2026/2027-2 To Determine the Estimate of Funds Needed for Fiscal Year 2026-2027. Action {5}
   Motion: That the Board approve Resolution 2026/2027-2 To Determine the Estimate of Funds Needed for Fiscal Year 2026-2027 as presented.

7. Board of Trustees Quarterly Review: Evaluation and Goals. Information {10}
8. Executive Director Annual Evaluation Timeline. Information {5}

Other Potential Action Items

Agenda items for Regular Meeting November 17, 2026. Information {5}

1. Monthly Financial Statements for September 2026
2. Facilities improvements update
3. Outdoor Space project
4. Ordinance Annual Levy for Fiscal Year 2026-2027
5. Board Policies:

    - 2030 Fixed Asset Inventory and Depreciation
    - 3063 Unattended Children
    - 3065 Technology Use by the Public

6. Personnel Policies:

    - 515 Social Media
    - 517 Internet Usage
    - 526 Cell Phone Usage

7. Presentation of Annual Audit and Financial Report for Fiscal Year 2025-2026
8. Staff Year End Bonuses
9. Annual Review of Executive Director's Performance
10. Other

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.

Announcements by the Chair

1. Upcoming Calendar. Information {10}

- General Election. Tuesday, November 3, 2026.
- Next Committee of the Whole, Wednesday, November 4, 2026, 7:00 p.m.
- Friends of the Library Book Sale, Saturday, November 7, 2026, 10:00 a.m. – 12:00 p.m.
- Filing Trustee Candidate Nomination Petitions for Consolidated Election April 6, 2027, at Warren- Newport Public Library Administration Office, from Monday, November 16, 2026 through Friday, November 20, 2026 from 10:00 a.m. to 4:30 p.m., and last day is Monday, November 23, 2026 from 10:00 a.m. to 5:00 p.m.
- Regular Board Meeting, Tuesday, November 17, 2026, 7:00 p.m.
- Library Closed for Staff Development Day, Thursday, November 19, 2026. Note: it will be open only for Filing Trustee Candidate Nomination Petitions for the Consolidated Election April 6, 2027 from 10:00 a.m. to 4:30 p.m.
- Library Closed for Thanksgiving Day, November 25, 2026.

2. Announcements by other Trustees or the Director. Information {2}

Adjournment. Action {1}

Motion: That the meeting be adjourned.

{Estimated duration: 144 minutes}

Individuals requiring special accommodations as specified by the American with Disabilities Act are requested to notify the Executive Director at 847-244-5150 extension 3008 at least 48 hours in advance of this meeting date.