

**Warren-Newport Public Library District
Board of Trustees
Committee of the Whole Report
Summary, Personnel and General Topics**

Date, and Location: January 3, 2017, McCullough Board Room

Members Attending: Bob Diehl, Andrea Farr Capizzi, Sue Niemi, Tom Colwell, Jo Beckwith, George Kotsinis (arrived 7:05), Ryan Livergood (arrived 7:09)

Overall Summary:

The meeting was called to order at 7:02 p.m. Committee of the Whole included Finance, Buildings and Grounds, Policy, Personnel, and General topics. Reports from the Chairperson of each area follow. Trustee Niemi moved and Trustee Colwell seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 8:13 p.m.

Committee of the Whole – Personnel Topics:

Clarification of the length of the Introductory Period. Add requirement that the Intro Period must be completed prior to consideration as a Substitute. Consensus to approve.

Recommendation(s) for Board Action

Approval of Personnel Policy 201 Employment Categories

Committee of the Whole – General Topics

Technical problems prevented viewing the Extranet. Reschedule the topic of Trustee Orientation on the Extranet for the January regular meeting or February CW.

What's Next? (Owner - Action Items - Deadline):

Ryan: Solve tech problems with viewing Extranet

Agenda item(s) for next Committee of the Whole:

Personnel policies: 202 Personnel Files, 203 Employment Reference Checks, 204 Personnel Data Changes

Trustee Orientation resources on the Extranet

Jo Beckwith
1/3/17