

Warren Newport Public Library

Board of Trustees

Regular Meeting

February 20, 2018 7:00 PM

McCullough Room

AGENDA

- I. Call to order, roll call, and determination of quorum {1}
- II. Pledge of Allegiance {1}
- III. Reading of the Mission Statement {1}
- IV. Public Comments, Correspondence, and Communications.
INFORMATION {20}
 - a. Public Comments
The Board of Trustees allows up to 20 minutes for Public Comment. 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.
 - b. Written:
 - i. Memoranda from legal counsel, if any.
 - ii. Other.
- V. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {2}
 - a. Secretary's report. Approval of minutes of the Regular Meeting January 16, 2018.
 - b. Monthly financial report for December 2017.
 - c. Approval of payrolls for January 2018.
 - d. Approval of bills payable for February 2018.
 - e. Patron suggestions from January 2018.
 - f. Board Policies for approval:
 - i. 1001 Bylaws
 - ii. 1053 Recording Board Meetings
 - iii. 3005 Confidentiality
 - iv. 3013 Library Card
 - v. 4010 Friends of the Library
 - g. Personnel Policy for approval: 526 Cell Phone Usage

h. Personnel Policy for elimination: 504 Use of Phone and Mail Systems

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.

VI. Item(s) removed from consent agenda, if any. ACTION {5}

VII. President's report. INFORMATION {1}

VIII. Reports of other trustees. INFORMATION {5}

IX. Reports of the standing committees. INFORMATION {2}

a. Committee of the Whole—Meeting of February 6, 2018

i. General and Personnel

ii. Finance

iii. Policy

b. Finance Committee – Auditor Search

X. Executive Director's report for January 2018. INFORMATION {5}

XI. Unfinished business.

a. Board self-evaluation update. INFORMATION {20}

XII. New business

a. Policy 3020 Circulation. ACTION{5}

MOTION: THAT POLICY 3020 CIRCULATION BE APPROVED AS PRESENTED.

b. Policy 3023 Fines and Fees. ACTION{5}

MOTION: THAT POLICY 3023 FINES AND FEES BE APPROVED AS PRESENTED.

c. Engagement of a new auditor. ACTION{5}

MOTION: THAT THE BOARD ACCEPT THE PROPOSAL OF EDER CASELLA & CO. FOR FOR AUDIT SERVICES FOR A THREE (3) YEAR ENGAGEMENT.

d. Editing of January 16, 2018 regular meeting videorecording. ACTION {10}

MOTION: THAT DUE TO THE MENTION OF PERSONAL INFORMATION ABOUT A TRUSTEE DURING THE ANNOUNCEMENTS AT THE CLOSE OF THE MEETING, THE

INFORMATION BE EDITED OUT OF THE RECORDING OF THE
JANUARY 16, 2018 MEETING.

- e. Board Development: “The Dangerous Myth about Libraries” video.
INFORMATION {15}
- f. Other potentially actionable items: Agenda items March 2018 Regular
Meeting. ACTION {5}
 - i. Safety/security strategic plan update
 - ii. Other

XIII. 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.*

XIV. Announcements {5}

- a. By the chair
 - i. Communications to the public
 - ii. Upcoming calendar
 1. Next Committee of the Whole: Tuesday, March 6, 2018,
7:00 p.m.
 2. Next Regular Board Meeting: Tuesday, March 20, 2018,
7:00 p.m.
 3. Friends of the Library meeting: Thursday, February 22,
2018, 1:00 p.m.
 4. Bingo in the Books: Friday, March 16, 2018, 6:30 p.m.
- b. By other trustees or the director

XV. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 129 minutes}