

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

Date, and Location: Tuesday, February 4, 2020; McCullough Board Room

Members Attending: Bonnie Sutton, Katherine Arnold, George Kotsinis, Andrea Farr Capizzi, Jennifer Cheng, Jo Beckwith, Ryan Livergood, **Anne Linsdau (Amended February 18, 2020)**

Also Attending: Kevin Getty, Noreen Reese

Overall Summary:

The meeting was called to order at 7:00 p.m. Committee of the Whole included: Finance, Buildings and Grounds, Policy, Personnel, and General topics. Reports of each area follow. Trustee Linsdau moved and Trustee Sutton seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 8:29 p.m.

Personnel Topics: What was discussed, reported on, accomplished? Was there consensus on a decision?

501 Safety: Clarity of language and format changes only. Consensus to approve.

502 Work Schedules: Minor word changes only. Consensus to approve.

505 Smoking: Addition of types of smoking. Consensus to approve.

General Topics: What was discussed, reported on, accomplished? Was there consensus on a decision?

Strategic Plan 2020-2022: Board Philosophy: The Board discussed the current Board philosophy. Consensus was to maintain the current philosophy in the development of the next strat plan.

Trustee Development: The Board watched United for Libraries Short Takes for Trustee video: Board Self-Evaluation. The evaluation survey will be ready by the end of the week.

Recommendation(s) for Board Action (if any), consent agenda or new business?

Move that the Board approve Personnel Policy 501 Safety as presented (consent)

Move that the Board approve Personnel Policy 502 Work Schedules as presented (consent)

Move that the Board approve Personnel Policy 505 Smoking as presented (consent)

Tasks Pending (if any) Who – What – When: Who's doing the task? What is it? What's the deadline?

George: Send the Board Self-Evaluation Survey to Jo at the end of the week

Jo: Send the Board Self-Evaluation Survey to Trustees

Jo Beckwith, President

2/4/2020