

Warren Newport Public Library

Board of Trustees

Regular Meeting
February 16, 2021 7:00 PM
“Virtual Meeting”

The Meeting will proceed without a quorum physically present.

**Members of the public can attend the meeting by telephone:
312-626-6799 (when prompted, type in the following Meeting ID: 836 6628
1476)**

Members of the public are encouraged to submit public comments prior to the meeting by sending an e-mail to [rlivergood\[at\]wnpl.info](mailto:rlivergood@wnpl.info) (substitute an “@” for the [at] in the e-mail address) using “Public Comment” in the subject line.

AGENDA

- I. Call to order
- II. Requirements of the Government Emergency Administration Act (P.A.) 100-0640) review {1}
- III. Verification of clear audio and determination of quorum. {1}
- IV. Pledge of Allegiance. {<1}
- V. Reading of the Mission Statement. {<1}
- VI. 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.

- VII. Consent agenda. (Any trustee may remove items from the consent agenda for separate action by the Board.) ACTION {2}
- a. Reports of Standing Committees. Committee of the Whole Meeting, February 2, 2021:
 - i. Finance
 - ii. Building & Grounds
 - iii. Policy
 - iv. Summary, Personnel and General
 - b. Monthly Financial Report for December 2020.
 - c. Approval of payrolls for January 2021.
 - d. Approval of bills payable for December 2020.
 - e. Approval of Board Policies:
 - i. 3035 Reference and Reader's Advisory Services
 - ii. 3065 Technology Use by the Public
 - f. Approval of Personnel Policies:
 - i. 701 Employee Conduct and Work Rules
 - ii. 702 Drug and Alcohol Use
 - iii. 703 Harassment, Discrimination and Retaliation
 - g. Approval of 20 Personnel Policies and 1 Board Policy to change the title of the Human Resources Associate to Human Resources Generalist.
- MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED
- VIII. Item(s) removed from consent agenda, if any. ACTION {2}
- IX. President's Report. INFORMATION {5}
- X. Reports of other Trustees. INFORMATION {5}
- XI. Executive Director's report for January 2021. INFORMATION {15}
- XII. Old Business
- a. Approval of Illinois Public Library Per Capita and Equalization Aid Grant Application. ACTION {5}
- MOTION: THAT THE BOARD APPROVE THE ILLINOIS PUBLIC LIBRARY PER CAPITA AND EQUALIZATION AID GRANT APPLICATION FOR FILING.
- a. Semi Annual Review of Closed Minutes June 16, 2020 Correction. INFORMATION AND ACTION {2}

XIII. New Business.

- a. Secretary's Report. Approval of Minutes of Regular Meeting January 19, 2021. ACTION {2}

MOTION: THAT THE BOARD APPROVE MINUTES OF REGULAR MEETING JANUARY 19, 2021 AS PRESENTED.

- b. Other potentially actionable items: Agenda items March 2021 Regular Meeting. {5}
- i. Monthly Financial Reports for January.
 - ii. Approve winning bid for LED lighting project.
 - iii. Other.

XIV. 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.

XV. Announcements. {5}

- a. By the chair.
- i. Communications to the public.
 - ii. Upcoming calendar.
 1. Next Committee of the Whole Meeting: Tuesday, March 2, 2021, 7:00 p.m.
 2. Regular Board Meeting: Tuesday, March 16, 2021, 7:00 p.m.
- b. By other trustees or the director.

XVI. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 88 minutes}