

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

Date, and Location: Tuesday, March 6, 2018, McCullough Board Room

Members Attending: Bonnie Sutton, Kathleen Kettman, Anne Linsdau, George Kotsinis, Tom Colwell, Jo Beckwith, Andrea Farr Capizzi (7:04), Ryan Livergood

Also Attending: Noreen Reese, Meg Schmaus, Nancy Sheldon

Overall Summary:

The meeting was called to order at 7:01 p.m. Committee of the Whole included: Finance, Policy, Personnel, and General topics. Reports of each area follow. Trustee Farr Capizzi moved and Trustee Sutton seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 8:39 p.m.

Personnel Topics:

516 Computer and Email Usage: Consensus to approve changes discussed.

517 Internet Usage: Consensus to approve changes discussed.

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

Employee review of key policies: Noreen Reese and Kathy Fifer are working on identifying policies by department.

Board Self-Evaluation: Approval of Jo's Board Self-Evaluation Summary. Responsibility for goals is as follows:

1. Andrea will complete the Treasurer's Binder.
2. Jo will contact Kristy Trouy about educating the Board on the history of the FOL. It will be scheduled for a CW development activity.
3. Board involvement with fundraising will be discussed as part of the budget process. More information is needed about the options for fundraising.
4. The next Strategic Plan is forthcoming and will be driven by Ryan. Stay tuned.
5. Online Trustee Orientation materials need to be updated. George and Jo will work on this.

Fine-free discussion: An excellent discussion, but no consensus. More info may further the discussion. Ryan and Jo will seek that out.

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

Approval of personnel policy 516 Computer and Email Usage as presented (consent agenda)

Approval of personnel policy 517 Internet Usage as presented (consent agenda)

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

More info gathering on elimination of fines.

Ryan – Fast Facts on the experience of other libraries.

Jo – Contact other Board Presidents on this topic.

Ryan - gather more info about next steps on fundraising for the Board's consideration.

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

Fine Free discussion with additional info

Jo Beckwith, President

3/6/18