

Warren Newport Public Library

Board of Trustees

Regular Meeting

March 17, 2020 7:00 PM

Meeting Rooms A & B

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. Reports of Standing Committees. Committee of the Whole Meeting, March 03, 2020.
 - i. Finance
 - ii. Building & Grounds
 - iii. Policies
 - iv. Summary, Personnel and General
 - b. Approval of payrolls for February 2020.
 - c. Approval of bills payable for January 2019.
 - d. Patron suggestions from February 2020.
 - e. Board Policies for approval:
 - i. 3010 Hours of Operation
 - ii. 3015 Materials Selection
 - iii. 4001 Community and Interlibrary Cooperation
 - f. Personnel Policies for approval:
 - i. 506 Rest and Meals Periods

ii. 507 Overtime

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED

- VI. Item(s) removed from consent agenda, if any. ACTION {2}
- VII. President's Report. INFORMATION {5}
- VIII. Reports of other Trustees. INFORMATION {5}
- IX. Executive Director's report February 2020. INFORMATION {5}
- X. Old business
 - a. Capital projects. INFORMATION {15}
 - b. The Vault flooring update. INFORMATION {5}
- XI. New business.
 - a. Resolution 2019/2020-6 Authorizing temporary allocation of paid sick leave for part time employees. ACTION {5}
MOTION: THAT RESOLUTION 2019/2020-6 AUTHORIZING TEMPORARY ALLOCATION OF PAID SICK LEAVE FOR PART TIME EMPLOYEES, BE APPROVED AS PRESENTED.
 - b. WNPL Pandemic Response Procedures. ACTION {15}
MOTION: THAT THE WNPL PANDEMIC RESPONSE PROCEDURES, BE APPROVED AS PRESENTED.
 - c. Personnel Policy 510 Emergency Closings ACTION {10}
MOTION: THAT THE BOARD APPROVE PERSONNEL POLICY 510 EMERGENCY CLOSING AS PRESENTED/AMENDED.
 - d. Secretary's Report. Approval of Minutes of the Regular Meeting February 18, 2020. ACTION {2}
 - e. Landscaping update. INFORMATION & POSSIBLE ACTION {10}
MOTION: THAT THE BOARD APPROVE BUDGET CHANGES FOR THE LIBRARY LANDSCAPING PROJECT AS PRESENTED.
 - f. Other potentially actionable items: Agenda items April 2020 Regular Meeting. {5}
 - i. Monthly Financial Reports for January and February
 - ii. Initial Presentation of budget draft
 - iii. Other.

XII. 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.

XIII. Announcements. {5}

a. By the chair.

i. Communications to the public.

ii. Upcoming calendar.

1. Next Committee of the Whole Meeting: Tuesday, April 07, 2020, 7:00 p.m.

2. Library closed Easter Sunday, April 12, 2020.

3. National Library Week, April 19 – 25, 2020.

4. Regular Board Meeting: Tuesday, April 21, 2020, 7:00 p.m.

5. 2020 ALA Annual Conference & Exhibition. June 25-30, 2020.

McCorminck Place Convention Center.

b. By other trustees or the director.

XIV. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 130 minutes }