

Warren Newport Public Library

Board of Trustees

Regular Meeting

March 15, 2022, 7:00 PM

Meeting Room 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 {5}
 - a. Secretary's report: Approval of minutes of Regular Meeting February 15, 2022 **Page 4**
 - b. Reports of Standing Committees. Committee of the Whole March 1, 2022:
 - i. Finance **pg. 8**
 - ii. Building & Grounds **pg. 9**
 - iii. Policies **pg. 10**
 - iv. Personnel, General and Summary **pg. 11**
 - c. Monthly Financial Statements for January 2022
 - d. Approval of payrolls for February 2022
 - e. Approval of bills payable for January 2022
 - f. Approval of Board Policies:
 - i. 1020 Indemnification Conflict of Interest **pg. 13**
 - ii. 3007 Standards of Public Service **pg. 15**

- g. Approval of Personnel Policies:
 - i. 105 Personal Relationships in the Workplace **pg. 19**
 - ii. 107 Immigration Law Compliance **pg. 20**
- h. Patron Suggestions February 2022 **pg. 21**

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} **pg. 22**
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Executive Director's report March 2022. INFORMATION {5} **pg. 23**
- X. Old business
 - a. Library operations and mask requirements. INFORMATION {5}
 - b. Board Self Evaluation. INFORMATION {5}
- XI. New business
 - a. ReadersFirst membership. ACTION {5} **pg. 34**
MOTION: THAT WNPL JOINS READERSFIRST.
 - b. 705 Personal Appearance. ACTION {5} **pg. 36**
MOTION: THAT POLICY 705 PERSONAL APPEARANCE BE APPROVED AS PRESENTED.
 - c. Other potentially actionable items: Agenda items for April 2022 Regular Meeting. ACTION {5}
 - i. Monthly Financial Reports for February
 - ii. Initial presentation of Budget draft
 - iii. Board Policies:
 - 1. 1045 Minutes and Recordings of Executive Sessions
 - 2. 3050 Meeting Rooms
 - iv. Quarterly Review: Board Self-Evaluation and Board Goals
 - v. 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

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Individuals requiring special accommodations as specified by the American with Disabilities Act are requested to notify the Library Director at 847-244-5150 ext.3101 at least 48 hours in advance of this meeting date.

ii. Upcoming calendar:

1. National Library Week, April 3 – 9, 2022.
2. Next Committee of the Whole: Tuesday, April 5, 2022, 7:00 p.m.
3. Next Regular Board Meeting: Tuesday, April 19, 2022, 7:00 p.m.
4. Library Closed: Easter Sunday, April 17, 2022.
5. Book Sale: Saturday, April 30, 2022

b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 90 minutes}