

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

**Date, and Location:** Tuesday, April 6, 2021 Virtual Meeting

**Members Attending:** Anne Linsdau-Hoeppner, George Kotsinis, Bonnie Sutton, Katherine Arnold, Jennifer Cheng, Jo Beckwith, Andrea Farr Capizzi (7:26 p.m.), Ryan Livergood

**Also Attending:** Noreen Reese, Gina Ornelas, Sandy Beda

**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. President Beckwith moved and Treasurer Farr Capizzi seconded to adjourn the meeting. The motion carried on a unanimous roll call vote. Committee of the Whole adjourned at 8:02 p.m.

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

708 Resignation: No substantive changes.

710 Security Inspection: No changes.

712 Solicitation: No changes.

716 Progressive Discipline: Minor wording changes and reordering of concepts.

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

Library Operations Update: Patron numbers were steady throughout March: about 300 patrons per weekday, less on Saturdays. Planning for complete normalcy is difficult and subject to change, but we are aiming at late August/September to have more hours, more seating, and longer computer use. Outreach activities and more indoor services will be added as they become safer. Computers are a priority and needed by the community. Hot spots are all circulating.

Succession Planning: Trustees discussed what responsibilities they would like after the May reorganizational meeting.

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

Approve policy 708 Resignation as presented (consent)

Approve policy 710 Security Inspection as presented (consent)

Approve policy 712 Solicitation as presented (consent)

Approve policy 716 Progressive Discipline as presented (consent)

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

718 Problem Resolution

722 Workplace Etiquette

Strategic planning

Jo Beckwith, President

4/6/2021