

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

**May 17, 2016 7:00 PM**

**Carol's Storytime Room**

### 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. Safety Instruction {1}
- V. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {2}
  - a. Secretary's report: Approval of minutes as received or corrected
    - i. Regular meeting of April 19, 2016.
  - b. Monthly financial report for March 2016.
  - c. Approval of payrolls for April 2016.
  - d. Approval of bills payable for May 2016.
  - e. Patron suggestions from April 2016.
  - f. Board Policies for approval:
    - i. 1030 Board/Director Responsibilities
  - g. Personnel Policies for approval:
    - i. 105 Personal Relationships in the Workplace
- 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}
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Correspondence, communications, and public comments. INFORMATION {20}
  - a. Written:
    - i. Memoranda from legal counsel, if any.
    - ii. Other.

- b. Public comments  
*Visitors will be granted 3 minutes to introduce themselves and present any issues they wish to discuss, not to exceed a total of 20 minutes. Speakers who want their remarks to be added to the Board record must provide a copy to the Board Secretary prior to speaking.*
- X. Reports of the standing committees. INFORMATION {2}
  - a. Committee of the Whole—Meeting of April 5, 2016
    - i. Buildings and Grounds
  - b. Committee of the Whole—Meeting of May 2, 2016
    - i. General
    - ii. Finance
    - iii. Buildings and Grounds
    - iv. Personnel
    - v. Policy
- XI. Director’s report for April 2016. INFORMATION {2}
- XII. Old Business
  - a. The Point and staff room project updates. INFORMATION {5}
  - b. Fundraising update. INFORMATION {5}
- XIII. New business
  - a. 1010 Trustee Code of Ethics and Behavior ACTION {5}  
MOTION: THAT THE POLICY BE APPROVED AS PRESENTED AND POLICY 1013 STANDARDS OF CONDUCT BE ELIMINATED.
  - b. 3046 The Point ACTION {5}  
MOTION: THAT THE POLICY BE APPROVED AS PRESENTED
  - c. “New and Notable” Library Programs and Services. INFORMATION {5}
  - d. 2016 Building Tour. INFORMATION {45}
  - e. Other potentially actionable items: Agenda items June 2016 regular meeting. ACTION {5}
    - i. Prevailing Wage Ordinance.
    - ii. Transfer to Special Reserve Fund Ordinance.
    - iii. Annual Meeting Schedule for Fiscal Year 2016-2017 Ordinance.

- iv. Adoption of working budget for fiscal year 2016-2017.
- v. Semi-annual review of closed minutes.
- vi. Other.

XIV. Public forum {15}

*Visitors will be granted 3 minutes to introduce themselves and present any issues they wish to discuss, not to exceed a total of 15 minutes. Speakers 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. No bookmobile service (RFID retagging):  
Thursday, May 19 and Friday, May 20, 2016
  - 2. WNPL limited service: June 6 – 10, 2016
  - 3. Next regular board meeting: Tuesday, June 21,  
2016, 7:00 p.m.
  - 4. Next committee meetings
    - a. Committee of the Whole—Tuesday, June 7,  
2016, 7:00 p.m.
  - 5. Art Advisory Group: TBD

b. By other trustees or the director

XVI. Adjournment. ACTION { <1 }

**MOTION: THAT THE MEETING BE ADJOURNED.**  
{Estimated total duration 137 minutes}