

Warren Newport Public Library

Board of Trustees

Regular Meeting

May 16, 2017 7:00 PM

McCullough Board 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 Instructions {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.
 - i. Regular meeting of April 18, 2017.
 - b. Monthly financial report for March 2017.
 - c. Patron suggestions from April 2017.
 - d. Approval of Board policies:
 - i. 3065 Technology Use by the Public
 - e. Approval of Personnel policies:
 - i. 205 Introductory Period
 - ii. 209 Performance Evaluation
- MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.
- VI. Item(s) removed from consent agenda, if any. ACTION {5}
- VII. Correspondence, communications, and public comments. INFORMATION {20}
 - a. Written:
 - i. From Lake County Clerk: Abstract of votes in Consolidated Election April 4, 2017
 - ii. Memoranda from legal counsel, if any.
 - iii. 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.

VIII. Resolution 2016/2017-5 Resolution Confirming Tax Levy Plan for 2017-2018 Levy. ACTION {5}

MOTION: THAT THE BOARD ADOPT RESOLUTION 2016/2017-5 RESOLUTION CONFIRMING TAX LEVY PLAN FOR 2017-2018 LEVY.

IX. Swearing in of trustees elected April 4, 2017, by the secretary {9}

X. Adjournment *sine die*, (adjournment “without day,” a final adjournment that has the effect of dissolving the outgoing board) ACTION {1}

MOTION: THAT THE MEETING BE ADJOURNED *SINE DIE*.

XI. Seating of the new board {5}

a. Election of President pro tempore, presided over by immediate past president. ACTION.

b. Election of secretary pro-tempore, presided over by president pro tempore. ACTION.

c. Call to order, roll call, and determination of quorum.

XII. Election of officers. Election of president is chaired by president pro tempore. New president takes chair upon election, and unless elected as part of a slate of nominees, presides over the elections of vice-president, treasurer, and secretary. New secretary then takes over for secretary pro tempore. ACTION {10}

XIII. Resolutions in honor of trustees Bob Diehl, Sue Niemi, and Nancy Sheldon. {9}

- XIV. Recess for informal acknowledgement of outgoing and incoming Trustees {20}
- XV. Appointment of Chairpersons by new president. ACTION {5}
- XVI. President's report. INFORMATION {1}
- XVII. Reports of other trustees. INFORMATION {5}
- XVIII. Executive Director's report for April 2017. INFORMATION {3}
- XIX. Committee and Advisory Group reports. INFORMATION {2}
- a. Committee of the Whole – Meeting of May 2, 2017
 - i. General and personnel.
 - ii. Building and Grounds.
 - iii. Finance.
 - iv. Policy.
- XX. Approval of payroll and bills payable. ACTION {1}
- MOTION: THAT THE BILLS PAYABLE FOR MAY 2017 AND THE PAYROLLS FOR APRIL 2017 BE APPROVED FOR PAYMENT.
- XXI. Unfinished business
- a. Use of Committee of the Whole. ACTION {10}
- MOTION: THAT THE BOARD CONTINUE ITS USE OF COMMITTEE OF THE WHOLE INDEFINITELY.
- XXII. New business
- a. Approval of board roster. ACTION {2}
- MOTION: THAT THE BOARD RATIFY THE CURRENT BOARD ROSTER FOR FILING.
- b. Proposed Staff Development Day: September 15, 2017. ACTION {5}
 - c. Signature cards for officers. INFORMATION {5}

- d. Semi-annual review of closed session minutes.
INFORMATION {2}
- e. Other potentially actionable items: Agenda items for June 2017 regular meeting. ACTION {5}
 - i. Prevailing Wage Ordinance.
 - ii. Regular meeting schedule for fiscal year 2017-2018 ready for public posting.
 - iii. Adoption of working budget for fiscal year 2017-2018.
 - iv. Other.

XXIII. 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.

XXIV. Announcements {5}

- a. By the chair
 - i. Communications to the public
 - ii. Upcoming calendar
 1. Next Friends of the Library (FOL) meeting: Thursday, May 25, 2017
 2. Library closure for Memorial Day, Monday, May 29, 2017
 3. Next Committee of the Whole: Tuesday, June 6, 2017, 7:00 p.m.
 4. Summer Reading Kick Off with Jim May: Saturday, June 10, 2017, 10:00 a.m.
 5. Next regular Board Meeting: Tuesday, June 20, 2017, 7:00 p.m.
 6. ALA Annual Conference, June 22-27, Chicago, IL
- b. By other trustees or the director

XXV. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 157 minutes}