

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

Date, and Location: Tuesday, May 3, 2022, Meeting Room B

Members Attending: Bonnie Sutton, Wendy Hamilton, Katherine Arnold, George Kotsinis, Andrea Farr Capizzi, Jo Beckwith, Celeste Flores (remote participation), Ryan Livergood

Also Attending: Gina Ornelas, Noreen Reese (until 7:29), Kevin Getty (until 8:00)

Overall Summary:

The meeting was called to order at 7:05 p.m. President Beckwith moved to move agenda item VII. e. Appreciation for the Deputy Director Noreen Reese to the beginning of the agenda and to recess the meeting for that purpose. The motion was seconded by Treasurer Farr Capizzi. The motion carried on a voice vote. The meeting recessed at 7:06 p.m. and reconvened at 7:29 p.m. Committee of the Whole included: Finance, Buildings and Grounds, Policy, Personnel, and General topics. Reports of each area follow. Secretary Sutton moved and Trustee Hamilton seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 8:48 p.m.

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

116 Job Postings: Changes to paragraph 3 included sites for job postings, timing of external recruiting, addition of attracting diverse candidates, and posting openings in English and Spanish. Consensus to approve.

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

Library Operations and Mask Update: Lake County covid cases have risen to medium. There are still some morale issues and frustrations among some staff. Going forward, Library Operations and Mask Updates will be on the agenda as needed.

Short Takes for Trustees: Succession Planning and New Board Orientation: The Board watched this United for Libraries Video. Discussion acknowledged that our orientation process is up to above the recommended standards. Ideas for improvement will be discussed when we begin the process of succession planning, which is one of this year's goals.

Short Range Strategic Plan: The plan is in good shape; progress is on track and should be mostly finished by fall. That will be the time to begin planning for the next long range strategic plan in 2023.

OMA Training: Wendy has completed OMA training. Katherine will do so asap.

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

Approve Personnel Policy 116 Job Postings as presented (consent)

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

Succession Planning

List of potential naming opportunities and amounts

114 Accommodations for Employees with Disabilities

115 Serious Illnesses in the Workplace

Jo Beckwith, President

5/3/2022