

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

Date, and Location: June 4, 2019 McCullough Board Room

Members Attending: Phyllis Lemmon, Anne Linsdau-Hoepfner, Andrea Farr Capizzi, Jennifer Cheng, Bonnie Sutton, George Kotsinis, Jo Beckwith, Ryan Livergood

Also Attending: Noreen Reese

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. Trustee Kotsinis moved and Trustee Linsdau seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 8:57 p.m.

Policy

1003 Electronic Participation at Meetings: Add Exec Director to those notified to attend remotely. Remove Committee Chair from the last paragraph. Consensus to approve.

2040 Wage Scale: Consensus to approve.

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

303 Vacation Benefits: Discussion of applying the same benefits to all employees, regardless of their date of hire. The Board wants more information, which Ryan will provide at this month's Regular Meeting.

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

Annual Meeting Schedule: The 2019-2020 meeting schedule was discussed and finalized. It will be voted on at the June Regular Meeting.

Staff Development Day: September 13 is the proposed day for a closure for staff development. Consensus to approve.

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

Approve policy 1003 Electronic Participation at Meetings as presented (consent)

Approve 2040 Wage Scale as presented (consent)

Ordinance 2018/2019-7: Approve as presented (new biz)

Approve Library closure for Staff Development on Friday, September 13, 2019 (new biz)

Tasks Pending (if any) Who – What – When: Who's doing the task? What is it? What's the deadline?

Ryan: 1) Get further info on library vacation policies and practices; 2) Compile data on the number of employees who would get more vacation time if the vacation policy was made equal for all employees, regardless of hire date. For June 18, 2019 Regular Meeting.

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

307 Sick Leave Benefits

Fundraising efforts – what next?

Jo Beckwith, President
6/4/2019