

Warren Newport Public Library

Board of Trustees

Regular Meeting

July 21, 2020 7:00 PM

“Virtual Meeting”

The Meeting will proceed without a quorum physically present

**Members of the public can attend the meeting by telephone:
312-626-6799 (when prompted, type in the following Meeting ID: 895 8738
2810)**

Members of the public are encouraged to submit public comments prior to the meeting by sending an e-mail to [rlivergood\[at\]wnpl.info](mailto:rlivergood[at]wnpl.info) (substitute an “@” for the [at] in the e-mail address) using “Public Comment” in the subject line.

AGENDA

- I. Requirements of the Government Emergency Administration Act (P.A.) 100-0640) review {1}
- II. Call to order, roll call, and determination of quorum. {<1}
- III. Pledge of Allegiance. {<1}
- IV. Reading of the Mission Statement. {<1}
- V. Public Comments, Correspondence, and Communications. INFORMATION {20}
 - a. Public Comments.
The Board of Trustees allows up to 20 minutes for Public Comment. Individuals may introduce themselves and speak on any library issues, not to exceed 3 minutes. Those who want their remarks to be added to the Board record must provide a copy to the Board Secretary prior to speaking.
 - b. Written:
 - i. Memoranda from legal counsel, if any.
 - ii. Other.
- VI. Consent agenda. (Any trustee may remove items from the consent agenda for separate action by the Board.) ACTION {2}
 - a. Secretary’s Reports:
 - i. Approval of Minutes of the Regular Meeting June 16, 2020

- ii. Approval of Minutes of the Special Meeting July 7, 2020
- b. Reports of Standing Committees. Committee of the Whole Meeting, July 7, 2020.
 - i. Finance
 - ii. Building & Grounds
 - iii. Policy
 - iv. Summary, Personnel and General
- c. Monthly financial report for May 2020.
- d. Approval of payrolls for June 2020.
- e. Approval of bills payable for May 2020.
- f. Board Policies for approval:
 - i. 3005 Confidentiality
 - ii. 3020 Circulation
- g. Personnel Policies for approval:
 - i. 518 Workplace Monitoring
 - ii. 526 Cell Phone Usage

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED

- VII. Item(s) removed from consent agenda, if any. ACTION {2}
- VIII. President's Report. INFORMATION {5}
- IX. Reports of other Trustees. INFORMATION {5}
- X. Executive Director's report for June 2020. INFORMATION {5}
- XI. Old business.
 - a. Library Operations Update. INFORMATION {5}
- XII. New business.
 - b. Ordinance 2020/2021-1 Building, Sites and Maintenance. ACTION {5}
MOTION: THAT THE BOARD APPROVE ORDINANCE 2020/2021-1 BUILDING, SITES AND MAINTENANCE.
 - c. Ordinance 2020/2021-2 Non-resident Card Program. ACTION {5}
MOTION: THAT THE BOARD APPROVE ORDINANCE 2020/2021-2 NON-RESIDENT CARD PROGRAM.
 - d. Ordinance 2020/2021-3 Tentative Budget and Appropriation Ordinance. ACTION {5}
MOTION: THAT THE BOARD APPROVE ORDINANCE 2020/2021-3 TENTATIVE BUDGET AND APPROPRIATION ORDINANCE.
 - e. Setting the Public Hearing for the annual budget and appropriation. ACTION {2}

MOTION: THAT THE PUBLIC HEARING FOR ANNUAL BUDGET AND APPROPRIATION BE SET FOR TUESDAY, SEPTEMBER 15, 2020 AT 6:45 P.M.

- f. Monthly financial report for June 2020. INFORMATION AND POSSIBLE ACTION {15}
- g. Audit of Regular Meeting Minutes FY 2019-2020. INFORMATION{2}
- h. August Committee of the Whole Meeting Location. INFORMATION {5}
- i. Other potentially actionable items: Agenda items August 2020 Regular Meeting. {5}
 - i. 2020 Illinois Public Library Annual Report (IPLAR)
 - ii. Treasurer's Annual Report of all Receipts and Expenditures
 - iii. Begin Work on Audit
 - iv. Other.

XIII. Public forum. {15}

The Board of Trustees allows up to 15 minutes for Public Forum. Individuals may introduce themselves and speak on any library issues, not to exceed 3 minutes. Those who want their remarks to be added to the Board record must provide a copy to the Board Secretary prior to speaking.

XIV. Announcements. {5}

- a. By the chair.
 - i. Communications to the public.
 - ii. Upcoming calendar.
 - 1. Next Committee of the Whole Meeting: Tuesday, August 4, 2020, 7:00 p.m.
 - 2. Regular Board Meeting: Tuesday, August 18, 2020, 7:00 p.m.
- b. By other trustees or the director.

XV. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 113 minutes }