

Warren Newport Public Library

Board of Trustees

Regular Meeting

August 16, 2022, 7:00 PM

Meeting Rooms B

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. 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.
- V. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {5}
 - a. Secretary's report: Approval of minutes of:
 - i. Regular Meeting July 19, 2022 **page 4**
 - ii. Executive Session July 19, 2022, to remain closed to the public
 - iii. Executive Session August 4, 2022, to remain closed to the public
 - b. Report of Standing Committees. Committee of the Whole Meeting August 4, 2022.
 - i. Finance
 - ii. Building and Grounds
 - iii. Policy **pg. 9**
 - iv. Summary and General **pg. 10**
 - c. Monthly Financial Statements for June 2022
 - d. Approval of payrolls for July 2022
 - e. Approval of bills payable for June 2022

- f. Patron Suggestions July 2022 **pg. 11**
- g. Approval of Board Policies:
 - i. 3020 Circulation **pg. 13**
 - ii. 3050 Meeting Rooms **pg. 16**
 - iii. 3067 Flags on WNPL Property **pg. 21**
 - iv. 4003 Non-Profit Organization Charity Collection Container **pg. 22**

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 {5} **pg. 26**
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Executive Director's report August 2022. INFORMATION {5} **pg. 27**
- X. New business
 - a. Introduction of new Deputy Director, Rebekah Raleigh. INFORMATION {5}
 - b. 2022 Illinois Public Library Annual Report (IPLAR). ACTION {5}

MOTION: THAT THE BOARD APPROVE THE 2022 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR) TO BE SUBMITTED TO THE ILLINOS STATE LIBRARY PURSUANT TO LAW.

 - c. Annual Audit. INFORMATION {5}
 - d. Resolution 2022/2023-1 Authorizing Temporary Allocation of Paid Sick Leave for Part-Time Employees. ACTION {5} **pg. 40**

MOTION: THAT THE BOARD APPROVE RESOLUTION 2022/2023-1 AUTHORIZING TEMPORARY ALLOCATION OF PAID SICK LEAVE FOR PART-TIME EMPLOYEES AS PRESENTED

 - e. Other potentially actionable items: Agenda items for September 2022 Regular Meeting. ACTION {5}
 - i. Monthly Financial Reports for July 2022
 - ii. Annual Budget & Appropriation Ordinance
 - iii. Proclamation Friends of the Library Week Resolution
 - iv. Update on Strategic Planning 20-22
 - v. Personnel Policies:
 - 1. 114 Reasonable Accommodations
 - vi. Board Policies:
 - 1. 1000 Bylaws

2. 3072 Local Author Shelf

vii. Other

XI. Enter into Executive Session to review the performance and evaluation of specific employees of the public body 5ILCS 120/2. (c)(1) ACTION {30}
MOTION: THAT THE BOARD ENTER INTO EXECUTIVE SESSION 5ILCS 120/2. (c)(1) TO REVIEW THE PERFORMANCE AND EVALUATION OF SPECIFIC EMPLOYEES OF A PUBLIC BODY.

XII. Reconvene Regular Meeting {1}

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. Friends of the Library Meeting, Thursday, August 25, 2022, 1:00 – 2:00 p.m.

2. Library closed Labor Day: Monday, September 5, 2022.

3. Next Committee of the Whole: Tuesday, September 6, 2022, 7:00 p.m.

4. Public Hearing Tuesday, September 20, 2022, 6:45 – 7:00 p.m.

5. Next Regular Board Meeting: Tuesday, September 20, 2022, 7:00 p.m.

6. September is Library Card Sign-up Month.

b. By other trustees or the director

XV. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 125 minutes}