

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

Date, and Location: Thursday, August 4, 2022 Meeting Room B

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

Also Attending: Kevin Getty, Matt Verdun from Wold Engineering (via Zoom)

Overall Summary:

The meeting was called to order at 7:00 p.m. President Beckwith moved and Trustee Hamilton seconded 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. The motion carried on a voice vote. Executive session lasted from 7:01 p.m. to 7:42 p.m. Committee of the Whole reconvened at 7:43 p.m. President Beckwith moved and Secretary Sutton seconded to move Buildings and Grounds to the next agenda item. Committee of the Whole included: Buildings and Grounds, Finance, Policy, and General topics. Reports of each area follow. Treasurer Farr Capizzi moved and Trustee Arnold seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 8:59 p.m.

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

2022 IPLAR Report: Trustees should forward feedback, changes, or corrections to Ryan.

Temporary Sick Leave: The last resolution for this ended in June. Though it's only used occasionally, a continuation of it will help staff cope with scheduling in the event of covid. A resolution will be included on the August Regular Meeting agenda.

Urban Library Trauma Study: Though many issues in the report were unique to urban libraries, a significant number were relevant to suburban libraries and are affecting WNPL staff. Ryan and the new Deputy Director will spend some time at public service desks in order to better understand this.

Succession Planning: Wendy and Katherine gave a report. They are working on a plan and a schedule. They will work on pieces of the plan (such as a skills matrix). They will do an assessment of the current Board. The goal is to have succession planning become a live and ongoing process.

Quarterly Review of Board Goals: Succession planning is making great progress. Andrea will begin the Treasurer's Binder. Jo will help with the binder, table of contents, dividers, and flash drive. Andrea asked Jo to put financial acumen training on the Board agendas beginning in October.

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

Temporary Sick Leave Resolution for August Regular Meeting

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

Trustees: Send IPLAR feedback to Ryan.

Wendy and Katherine: Continue with Succession Planning work.

Andrea: Begin Treasurer's binder. Ask Jo for assistance on organizing it.

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

114 Reasonable Accommodation

**Jo Beckwith, President
August 4, 2022**