

# Warren Newport Public Library

## Board of Trustees

**Tuesday, September 19, 2017**

Public Hearing: Budget & Appropriation for Fiscal Year 2017-2018

**September 19, 2017 6:45 PM**

**McCullough Room**

Regular Meeting

**September 19, 2017 7:00 PM**

**or immediately following the Budget & Appropriation hearing**

**McCullough Room**

### 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. Correspondence, communications, and public comments.  
INFORMATION { 20 }
  - a. Written:
    - i. Memoranda from legal counsel, if any.
    - ii. Other.
    - iii. Public comment.  
*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.*
- V. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION { 2 }
  - a. Secretary's report: Approval of minutes of the Regular Meeting of August 15, 2017.
  - b. Monthly financial report for July 2017.
  - c. Approval of payrolls for August 2017.

- d. Approval of bills payable for September 2017.
- e. Patron suggestions from August 2017.
- f. Board Policies for approval:
  - i. 1057 Advisory Group
  - ii. 4035 Prevailing Wage
  - iii. 4040 Identity Protection

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 {1}
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Reports of the standing committees. INFORMATION {2}
  - a. Committee of the Whole—Meeting of August 1, 2017
    - i. General and Personnel
    - ii. Buildings and Grounds
    - iii. Finance
    - iv. Policy
- X. Executive Director's report for August 2017, to include strategic plan progress report. INFORMATION {5}
- XI. Unfinished business
  - a. Board Knowledge Project {15}
- XII. New business
  - a. Amendment of working budget for FY2017-2018 ACTION {5}  
MOTION: THAT THE BUDGET FOR FY2017-2018 BE  
AMENDED AS PRESENTED.
  - b. Ordinance 2017/2018-4: Annual Budget and Appropriation. ACTION {3}  
MOTION: THAT THE BOARD ADOPT ORDINANCE 2017/2018-4, BUDGET AND APPROPRIATION FOR FISCAL YEAR 2017-2018.
  - c. Policy 3060 Standards of Public Conduct. ACTION{15}

- d. Resolution 2017/2018-1 Proclamation for National Friends of the Library Week. ACTION {2}

MOTION: THAT RESOLUTION 2017/2018-1 PROCLAMATION FOR NATIONAL FRIENDS OF THE LIBRARY WEEK BE ADOPTED.

- e. Other potentially actionable items: Agenda items October 2017 Regular Meeting. ACTION {5}
- i. Treasurer's Report of Annual Receipts and Disbursements.
  - ii. Resolution 2017/2018-2 to Determine Estimate of Funds Needed for 2017/2018 Fiscal Year.
  - iii. Presentation of Audited Financial Statement for Fiscal Year Ended June 30 2017.
  - iv. Evaluation of Executive Director.
  - v. 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 regular board meeting: Tuesday, October 17, 2017, 7:00 p.m.
    2. Next Committee of the Whole: Tuesday, October 3, 2017, 7:00 p.m.
    3. ILA Annual Conference, Tinley Park Convention Center, Tinley Park, IL, October 10-12, 2017
    4. Friends of the Library Week, October 15-21, 2017.
- b. By other trustees or the director

XV. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 109 minutes}