

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

**Date, and Location:** Tuesday, October 1, 2019; McCullough Room

**Members Attending:** Katherine Arnold, Andrea Farr Capizzi, George Kotsinis (7:04 p.m.), Anne Linsdau-Hoeppner, Jennifer Cheng, Bonnie Sutton, Jo Beckwith, Ryan Livergood

**Also Attending:** Noreen Reese

**Overall Summary:**

President Beckwith called the meeting to order at 7:00 p.m. Committee of the Whole included: Finance, Buildings and Grounds, Policy, and General topics. Reports of each area follow. President Beckwith moved to enter into executive session 5ILCS 120/2(c)(1) to discuss the performance of the Executive Director. Trustee Farr Capizzi seconded the motion. The motion carried on a voice vote. Committee of the Whole recessed for executive session at 8:40 p.m. Committee of the Whole reconvened at 8:51 p.m. Trustee Linsdau-Hoeppner left the meeting at 8:52 p.m. Trustee Farr Capizzi moved and Trustee Kotsinis seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 8:57 p.m.

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

The Board discussed the WNPLD vision and mission statements. Consensus was to begin with the vision statement. Trustees are to think about the concepts or words they would like to include in the vision statement. A community survey was distributed and discussed. It will be used with patrons in the library and placed on the Library website. It will also be taken out into the community with the goal of reaching non-library users.

Trustees must all review the Per Capita and Equalization Grant requirements: Chapters 11-Appendices of *Trustee Facts File*, 3<sup>rd</sup> edition. Everyone agreed to complete the reading by the December 3 CW meeting

Quarterly review of Board Self-Evaluation Goals: Andrea and Jennifer will work on the Treasurer's binder for the Board Knowledge project. Jo will be their editor if needed. Their goal is to complete it by the end of the year in time for the 2020 Board Self-Evaluation.

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

None.

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

All Trustees: Read Chapters 11-Appendices of *Trustee Facts File*. 3<sup>rd</sup> ed. by December 3, 2019

All Trustees: Give thought to the concepts or words for the WNPLD Vision Statement. Bring those to the next discussion of the topic.

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

Board development: Short Takes video

**Jo Beckwith, President  
10/1/2019**