

Warren Newport Public Library

Board of Trustees

Regular Meeting
October 20, 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: 849 3087
1348)**

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@wnpl.info) (substitute an “@” for the [at] in the e-mail address) using “Public Comment” in the subject line.

AGENDA

- I. Call to order
- II. Requirements of the Government Emergency Administration Act (P.A.) 100-0640) review {1}
- III. Verification of clear audio and determination of quorum. {1}
- IV. Pledge of Allegiance. {<1}
- V. Reading of the Mission Statement. {<1}
- VI. 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.

- VII. 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:
 - i. Public Hearing: Budget & Appropriation for FY 2020-2021
 - ii. Regular Meeting September 15, 2020
 - b. Reports of Standing Committees. Committee of the Whole Meeting, October 3, 2020.
 - i. Finance
 - ii. Building & Grounds
 - iii. Summary, Personnel and General
 - c. Monthly financial report for August 2020.
 - d. Approval of payrolls for September 2020.
 - e. Approval of bills payable for August 2020.
 - f. Patron Suggestions for September 2020.
 - g. Approval of Personnel Policy 508 Use of Equipment and Vehicles.

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED

- VIII. Item(s) removed from consent agenda, if any. ACTION {2}

IX. President's Report. INFORMATION {5}

X. Reports of other Trustees. INFORMATION {5}

XI. Executive Director's report for September 2020. INFORMATION {5}

XII. Old business.

a. Library Operations update. INFORMATION {5}

b. Audit update. INFORMATION {5}

XIII. New business.

a. Resolution 2020/2021-3 To Determine the Estimate of Funds needed for FY 20-21. ACTION {5}

MOTION: THAT RESOLUTION 2020/2021-3 TO DETERMINE THE ESTIMATE OF FUNDS NEEDED FOR FY 2020-2021 BE APPROVED AS PRESENTED.

b. Executive Director's Annual Performance Evaluation. INFORMATION {5}

c. Per Capita Grant Requirements. INFORMATION {5}

d. Other potentially actionable items: Agenda items November 2020 Regular Meeting. {5}

i. Annual Levy Ordinance.

ii. Year –end bonuses for staff.

- iii. Transfer of funds from Corporate Fund to Bond Fund.
- iv. Treasurer's Report of Annual Receipts and Disbursements.
- v. Review of Per Capita and Equalization Grants requirements.
- vi. Other.

XIV. 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.

XV. Announcements. {5}

a. By the chair.

- i. Communications to the public.
- ii. Upcoming calendar.

- 1. Next Committee of the Whole Meeting: Monday, November 2, 2020, 7:00 p.m.
- 2. Regular Board Meeting: Tuesday, November 17, 2020, 7:00 p.m.

b. By other trustees or the director.

XVI. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 94 minutes}