

# Warren Newport Public Library

## Board of Trustees

Regular Meeting

**October 19, 2021 7:00 PM**

**Meeting Room 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 {2}
  - a. Secretary's report: Approval of minutes of:
    - i. Regular Meeting September 21, 2021.
    - ii. Executive Session September 21, 2021, to remain closed to the public.
    - iii. Executive Session October 5, 2021, to remain closed to the public.
  - b. Report of Standing Committees. Committee of the Whole Meeting October 5, 2021:
    - i. Finance
    - ii. Policy
    - iii. Personnel
    - iv. Summary and General
  - c. Monthly Financial Report for August 2021
  - d. Approval of payrolls for September 2021

e. Approval of bills payable for August 2021

f. Patron Suggestions September 2021

g. Approval of Board Policy 4015 Sponsorship

**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. Executive Director's report October 2021. INFORMATION {3}

X. Old business

a. Library operations and mask requirements update. INFORMATION {5}

XI. New business

a. Presentation of Audited Financial Statement by Eder, Casella & Company for FY ended June 30, 2021. ACTION {30}

**MOTION: THAT THE BOARD ACCEPT THE FINANCIAL STATEMENT FOR FY ENDED JUNE 30, 2021 AS AUDITED BY EDER, CASELLA & COMPANY, AS PRESENTED.**

b. Transfer of funds from Corporate Fund to Bond Fund. ACTION {5}

**MOTION: THAT THE BOARD APPROVE A TRANSFER OF \$660,375 FROM THE CORPORATE FUND TO THE BOND FUND.**

c. Resolution 2021/2022-3 To Determine the Estimate of Funds Needed for FY 21-22. ACTION {5}

**MOTION: THAT THE BOARD APPROVE RESOLUTION 2021/2022-3 TO DETERMINE THE ESTIMATE OF FUNDS NEEDED FOR FY 21-22.**

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

e. Sunday hours for December 26, 2021 and January 2, 2022. INFORMATION AND POSSIBLE ACTION {10}

f. Trustee vacancy. INFORMATION {5}

g. Other potentially actionable items: Agenda items for November 2021 Regular Meeting. ACTION {5}

i. Annual Levy Ordinance.

ii. Year-end bonuses for staff.

iii. Transfer of funds from Corporate Fund to Bond Fund.

iv. Review of Per Capita and Equalization Grants Requirements.

v. Treasurer's report of annual Receipts and Disbursements.

- vi. Illinois Libraries Present Intergovernmental Agreement.
- vii. Trustee Appointment.
- viii. Other.

XII. 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.*

XIII. Announcements {5}

a. By the chair:

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

1. Friends of the Library Meeting: Thursday, October 28, 2021, 1:00 p.m.
2. Next Committee of the Whole Meeting: Tuesday, November 2, 2021, 7:00 p.m.
3. Next Regular Board Meeting: Tuesday, November 16, 2021, 7:00 p.m.

b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

**MOTION: THAT THE MEETING BE ADJOURNED.**

{Estimated total duration 130 minutes}