

Warren Newport Public Library

Board of Trustees

“Truth in Taxation”

Public Hearing for the Annual Levy

November 20, 2018 6:45 PM
McCullough Room

Regular Meeting

November 20, 2018 7:00 PM
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. 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. Reports of standing committees. Committee of the Whole - Meeting of November 6, 2018.
 - i. Summary and General
 - ii. Finance
 - iii. Policy
 - iv. Building & Grounds
 - b. Approval of payrolls for October 2018.

- c. Approval of bills payable for September 2018.
- d. Patron suggestions from October 2018.

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.

- VI. Item(s) removed from consent agenda, if any. ACTION {2}
- VII. President's report. INFORMATION {5}
- VIII. Reports of other trustees. INFORMATION {5}
- IX. Executive Director's report for October 2018. INFORMATION {5}
- X. Unfinished business.
 - a. Approval of financial statements for July and August. ACTION {20}
 - b. Update of Audited financial statement by Eder, Casella & Company for FY ended June 30, 2018. INFORMATION {10}
 - c. Update of Treasurer's report of annual receipts and disbursements. INFORMATION {2}
- XI. New business
 - a. Secretary's report. Approval of minutes of the Regular Meeting October 16, 2018. ACTION {2}
 - b. Policy 3013 Library Card. ACTION {5}
 - c. Policy 3023 Fines and Fees. ACTION {15}
 - d. Policy 3050 Meeting Rooms. ACTION {5}
 - e. Ordinance 2018/2019-5 Annual Levy Ordinance. ACTION {5}

MOTION: THAT ORDINANCE 2018/2019-5 ANNUAL LEVY ORDINANCE BE APPROVED AS PRESENTED

- f. Year-end bonuses for staff. ACTION {2}

MOTION: THAT THE BOARD CELEBRATE WNPL'S WONDERFUL LIBRARY STAFF FOR THEIR SERVICE TO OUR COMMUNITY AND THAT WE ACKNOWLEDGE THEIR EXCELLENT WORK WITH THE STAFF BONUSES INCLUDED IN THE CURRENT BUDGET PRIOR TO DECEMBER 31, 2018.

- g. Other potentially actionable items: Agenda items December 2018 Regular Meeting. {5}
 - i. Submission of Per Capita Grant Application 2019.
 - ii. Semi-annual review of closed session minutes
 - iii. Update on Strategic planning 2016-2018.

- iv. Executive Director annual performance evaluation.
- v. Other.

XII. Enter into Executive Session to review the performance of a specific employee [5ILCS 120/2.(c)(1)]. ACTION {30}

MOTION: THAT THE BOARD ENTER INTO EXECUTIVE SESSION 5ILCS 120/2(c)(1) TO DISCUSS THE PERFORMANCE OF THE EXECUTIVE DIRECTOR.

XIII. Reconvene Regular Meeting. {1}

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: Tuesday, December 4, 2018, 7:00 p.m.
2. Next Regular Board Meeting: Tuesday, December 18, 2018, 7:00 p.m.
3. Filing nomination papers for the April 2, 2019 consolidated election: December 10 - 17, 2018, 9 a.m. – 4:30 p.m. (With the exception of Monday 17, 2018, 9 a.m. until 5 p.m.)
4. Lottery for order on ballot: Tuesday, December 18, 2018, 9:30 a.m. McCullough Room.

b. By other trustees or the director

XVI. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 165 minutes}