

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

**Date, and Location:** Tuesday, November 6, 2018, McCullough Board Room

**Members Attending:** George Kotsinis, Anne Linsdau Hoepfner, Jennifer Cheng, Andrea Farr Capizzi, Kathleen Kettman, Bonnie Sutton, Jo Beckwith, Ryan Livergood

**Also Attending:** Noreen Reese

**Overall Summary:**

The meeting was called 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. Trustee Kotsinis moved and Trustee Linsdau seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 8:45 p.m.

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

Fundraising was discussed. The Board and Ryan agreed that he will concentrate his 2019 fundraising efforts on planned giving and bequests. Bingo in the Books is good for cultivation of donors, but raises only modest funding. It is a tremendous effort for staff. A trivia night is being discussed as another possible event.

Year-end bonuses for staff: A motion will be on the November regular agenda. Jo will write a note to enclose.

RAILS partnership grant for Trustee Training: We are interested in participating. Topics of interest: fundraising, best practices of peer libraries, policy work, dealing with difficult Trustees, Board recruitment and succession planning. Ryan will attend a meeting on this later this week and update us as plans take shape.

Quarterly Board self-evaluation goals: The Board agreed to postpone the Treasurer's binder for the Board Knowledge project to our goals for 2019.

ED Evaluation: All surveys have been received. George will have the results by the end of the weekend.

Consent agenda items: Committee Reports and the President's report will now be added to the consent agenda.

The Board agreed to cancel the January 2, 2019 CW meeting.

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

Motion to offer staff bonuses (new business)

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

Jo- write letter for bonuses

George – compile ED evaluation survey results. Send to Jo.

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

305 Vacation Benefits

Jo Beckwith, President

11/6/2018