

**Warren-Newport Public Library District  
Lake County, Illinois  
Board of Trustees**

Jo Beckwith, President	Katherine Arnold
George Kotsinis, Vice President	Jennifer Cheng
Bonnie Sutton, Secretary	Anne Linsdau-Hoepfner
Andrea Farr Capizzi, Treasurer	

**Regular Board Meeting  
Tuesday, November 19, 2019  
McCullough Room**

**Call to Order, Roll Call, and Determination of Quorum**

President Beckwith called the Meeting to order at 7:00 p.m.

Trustees present: Arnold, Beckwith, Cheng, Farr Capizzi, Kotsinis, Linsdau and Sutton.

Also present: Executive Director Ryan Livergood, Celia G. Ornelas Recording Secretary, Kevin Getty and Noreen Reese.

**Pledge of Allegiance**

President Beckwith led those present in the Pledge of Allegiance.

**Reading of Mission Statement**

President Beckwith read the Mission Statement aloud.

**Public Comments, Correspondence and Communications**

- a. Public Comments. None.
- b. Written. None

**Consent Agenda**

- a. Secretary's Report. Approval of Minutes of the Regular Meeting October 15, 2019.
- b. Reports of Standing Committees. Committee of the Whole Meeting November 5, 2019.
  - i. Finance
  - ii. Building and Grounds
  - iii. Policy
  - iv. Summary, Personnel and General

- c. Monthly Financial Report for September 2019
- d. Approval of payrolls for October 2019.
- e. Approval of bills payable for September 2019.
- f. Patron suggestions from October 2019.
- g. Approval of Board Policy 1055 Public Participation at Library Board Meetings.

Trustee Linsdau moved and President Beckwith seconded that the Consent Agenda be approved as presented.

The motion carried on a unanimous voice vote.

### **President's Report**

President Beckwith presented a written report in the packet.

### **Reports of Other Trustees**

Vice President Kotsinis and his youngest children attended the Dinosaur Encounter program on November 16, 2019. They enjoyed the event very much. Vice President Kotsinis expressed his appreciation to the Friends of the Library for sponsoring the event.

Trustee Arnold also attended Dinosaur Encounter with her children.

### **Executive Director's Report**

Executive Director Livergood presented a written report in the packet.

### **New Business**

- a. Resolution 2019/2020-6 Annual Levy Ordinance.

Treasurer Farr Capizzi moved and Secretary Sutton seconded that the Ordinance 2019/2020-6 Annual Levy Ordinance be approved as presented. The motion carried on a roll call vote.

Ayes: Arnold, Linsdau, Sutton, Farr Capizzi, Kotsinis, Cheng, Beckwith

- b. LED lighting and thermostat projects.

Kevin Getty, Head of Technology and Facilities, supplied information to the Board regarding these projects.

Treasurer Farr Capizzi moved and President Beckwith seconded that the \$24,100 previously allocated for Adult Furniture replacement in the budget for FY 2019-2020 be reallocated for thermostat replacement and LED lighting improvement to begin in the perimeter areas of the library.

The motion carried on a unanimous voice vote.

c. Year-end bonuses for staff.

Treasurer Farr Capizzi moved and Trustee Linsdau seconded that the Board celebrate WNPL's wonderful library staff for their service to our community and that we acknowledge their excellent work with a \$50 per person staff bonus included in the current budget prior to December 31, 2019.

The motion carried on a roll call vote.

Ayes: Farr Capizzi, Linsdau, Sutton, Kotsinis, Arnold, Cheng, Beckwith

d. Treasurer's Report of Annual Receipts and Disbursements.

President Beckwith moved and Vice President Kotsinis seconded that the Board accept the Treasurer's report of annual receipts and disbursements for filing.

The motion carried on a roll call vote.

Ayes: Kotsinis, Sutton, Linsdau, Arnold, Cheng, Farr Capizzi, Beckwith

e. Other potentially actionable items: Agenda items for December 2019 Regular Meeting.

- i. Submission of Per Capita and Equalization Aid Grant Application.
- ii. Semi-annual review of closed session minutes.
- iii. Executive Director's Annual Performance Evaluation.

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

President Beckwith moved and Trustee Arnold seconded that the Board enter into Executive Session 5 ILCS 120/2.(c)(1) to discuss the performance of the Executive Director.

The motion carried on a voice vote.

Executive Session began at 7:22 p.m.

**Reconvene Regular Meeting**

Regular Meeting reconvened at 8:15 p.m.

**Public Forum.** None

**Announcements**

a. By the Chair:

- i. Communications to the public
  1. Committee of the Whole January 7, 2020 is canceled. The Board will conduct a Special Meeting dedicated to discussion of the WNPL vision and mission statements.
- ii. Upcoming calendar

1. Next Committee of the Whole Meeting: Tuesday, December 3, 2019, 7:00 p.m.
2. Regular Board Meeting: Tuesday, December 17, 2019, 7:00 p.m.

**Adjournment**

Trustee Linsdau moved and President Beckwith seconded that the meeting be adjourned.

The motion carried on a unanimous voice vote.

President Beckwith adjourned the meeting at 8:16 p.m.

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Bonnie Sutton, Secretary

Approved: \_\_\_\_\_

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Celia G. Ornelas, Recording Secretary