

# Warren Newport Public Library

## Board of Trustees

Regular Meeting  
December 15, 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: 896 5049  
1685)**

**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. Regular Meeting November 17, 2020.
    - ii. Executive Session November 17, 2020 to remain closed to the public.
  - b. Reports of Standing Committees. Committee of the Whole Meeting, November 2, 2020.
    - i. Finance
    - ii. Building & Grounds
    - iii. Summary, Policy, Personnel and General
  - c. Monthly financial report for October 2020.
  - d. Approval of payrolls for November 2020.
  - e. Approval of bills payable for October 2020.

**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 November 2020. INFORMATION {5}
- XII. New business.
- a. Retaining Wall. ACTION {5}
- MOTION: THAT THE BOARD APPROVE UP TO \$9000 FOR THE REPLACEMENT OF THE RETAINING WALL ALONG THE NORTHWEST CORNER OF THE BUILDING.**
- b. Resolution 2020/2021-4 Authorizing Temporary Allocation of Paid Sick Leave. INFORMATION AND POSSIBLE ACTION {5}
  - c. Semi-annual review of Closed Session. INFORMATION {5}
  - d. Other potentially actionable items: Agenda items January 2021 Regular Meeting. {5}
    - i. Board self-Evaluation: Appointment of Committee
    - ii. Semi-annual review of closed session minutes.
    - iii. Update on Per Capita and Equalization Grants requirements.
    - iv. Ordinance Abatement of Tax for Debt Service
    - v. Orientation information on the ExtraNet
    - vi. Strategic Planing
    - vii. Fundraising update
    - viii. Other.

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

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

XIV. Reconvene Regular Meeting {1}

XV. Motion(s) as a result of Executive Session. POSSIBLE ACTION {5}

XVI. 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.*

XVII. Announcements. {5}

a. By the chair.

i. Communications to the public.

1. Lottery for order of ballot: Tuesday, December 22, 10:30 a.m. at McCullough Room, 224 N. O'Plaine Rd. Gurnee IL.
2. Filing Objections: Tuesday, December 22, 11 a.m. - 12 p.m., December 23, 28, 29 by appointment. Wednesday, December 30, 4 – 5 p.m. For an appointment, contact Executive Director Ryan Livergood at 847-244-5150 ext. 3101.

ii. Upcoming calendar.

1. Regular Board Meeting: Tuesday, January 19, 2020, 7:00 p.m.
2. Next Committee of the Whole Meeting: Tuesday, February 2, 2020, 7:00 p.m.

b. By other trustees or the director.

XVIII. Adjournment. ACTION { <1 }

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 120 minutes }