

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

Date, and Location: Tuesday, December 7, 2021, Meeting Room B

Members Attending: Anne Linsdau-Hoeppner, Bonnie Sutton, Katherine Arnold, Andrea Farr Capizzi, Wendy Hamilton, George Kotsinis, Jo Beckwith, Ryan Livergood

Also Attending: Gina Ornelas, Noreen Reese

Overall Summary:

The meeting was called to order at 6:04 p.m. Committee of the Whole included: Finance, Buildings and Grounds, Policy, Personnel, and General topics. Reports of each area follow. President Beckwith moved and Secretary Sutton seconded to adjourn the meeting until the executive session. The motion carried on a voice vote: Aye: 6, Abstain: 1. The Board entered into Executive Session from 7:28 pm. until 8:57 p.m. The Board reconvened in open session at 8:57 p.m. Vice President Kotsinis moved and President Beckwith seconded to adjourn the meeting. The motion carried on a voice vote. Committee of the Whole adjourned at 8:58 p.m.

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

The ED annual review document has been sent to all trustees. Any feedback received by 4:30 p.m. on Friday, December 10 will be incorporated into the document.

Twenty personnel policies will be edited to change the title of Human Resources Generalist to Human Resources Manager. (consent)

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

Library Operations and Mask Update: Due to increasing covid cases, the mask requirement will stay in place. Study rooms are available for use. Traffic is more steady.

Semi-annual Review of ES Minutes: Bonnie and Jo will do the review for the January 2022 Regular Meeting agenda.

January 2022 Committee of the Whole: The Board will not meet for Committee of the Whole in January 2022.

Deputy Director Reese reported that staff morale has improved the last couple of weeks.

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

Approval of list of 20 personnel policy edits from Human Resources Generalist to Human Resource Manager (consent)

Jo Beckwith
12/7/2021