

# Warren Newport Public Library

**Board of Trustees**  
Committee of the Whole  
**Tuesday, June 4, 2024 7:00 PM**  
**McCullough Room**

## AGENDA

- I. Call to order and Determination of quorum {>1}
- II. Public Comment {20}  
*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.*
- III. Finance Committee of the Whole: Andrea Farr Capizzi, Treasurer {30}
  - a. Financial statements for April 2024
  - b. Budget FY2024-2025: final draft and discussion
  - c. Update on bank RFIs
- IV. Building and Grounds Committee of the Whole: George Kotsinis, President {15}
  - a. Automated Materials Handling System update
  - b. The Workshop makerspace update
  - c. Security Surveillance System update
  - d. Space auditor information update
  - e. Window signage update
- V. Policy Committee of the Whole: Katherine Arnold, Chair {20}
  - a. 2015 Imprest Account
  - b. 2022 Endowment Fund
  - c. 2040 Wage Scale
  - d. 3010 Hours of Operation
- VI. Personnel Committee of the Whole: George Kotsinis, President {15}
  - a. Personnel Policy 314 Educational Assistance
- VII. General Committee of the Whole: George Kotsinis, President {60}
  - a. Staffing changes
  - b. Review of annual meetings schedule for FY2024-2025

- c. Semi-annual review of closed session minutes (first half review)
  - d. Tentative MOU with ConnectLakeCounty
  - e. We'll Meet You There! survey results
  - f. Board self-evaluation survey
  - g. Board training and self-development (Ready, Set, Advocate Module Two, Part 1)
- VIII. Agenda items for Committee of the Whole for July 2024{5}
- a. Finance:
    - i. Financial statements for May 2024
  - b. Buildings and Grounds
    - i. WNPL Window signage update
    - ii. The Workshop
  - c. Policy
  - d. Personnel
  - e. General
    - i. Board training and self-development (Ready, Set, Advocate Module Three)
- IX. Announcements {2}
- a. Library Closed Father's Day, Sunday, June 16, 2024
  - b. Next Regular Board Meeting, Tuesday, June 18, 2024, 7:00 p.m.
  - c. Next Committee of the Whole, TBD.
- X. Adjournment {<1}

{Estimated duration: 169 minutes}