

Warren Newport Public Library

Board of Trustees

Regular Meeting

July 16, 2024 7:00 PM

McCullough Board Room

AGENDA

- I. Call to order, roll call and Determination of quorum. {<1 }
- II. Pledge of Allegiance. {<1 }
- III. Reading of the Mission Statement. {<1 }
- IV. 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
- V. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {3}
 - a. Approval of payrolls for June 2024
 - b. Approval of bills payable for May 2024
 - c. Patron Suggestions June 2024MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.
- VI. Item(s) removed from consent agenda, if any. ACTION {5 }
- VII. President's report. INFORMATION {5 }
- VIII. Reports of other trustees. INFORMATION {5 }
- IX. Executive Director's report July 2024. INFORMATION {5 }
- X. Old Business
 - a. Space Audit update. INFORMATION {20 }
 - b. Security Surveillance System update. INFORMATION {5 }

- c. Signage Options update. INFORMATION {5}
 - d. Executive Director Quarterly Review. INFORMATION {10}
- XI. New business
- a. Approval of Secretary's report: Minutes of Regular Meeting June 18, 2024. ACTION {5}
MOTION: THAT THE BOARD APPROVE THE MINUTES OF REGULAR MEETING JUNE 18, 2024, AS PRESENTED.
 - b. Approval of Monthly Financial Statements for May 2024. ACTION {10}
MOTION: THAT THE MONTHLY FINANCIAL STATEMENTS FOR MAY 2023 BE APPROVE AS PRESENTED.
 - c. Ordinance 2024/2025-1 Building and Maintenance Tax. ACTION {5}
MOTION: THAT ORDINANCE 2024/2025-1 BUILDING AND MAINTENANCE TAX BE APPROVED AS PRESENTED.
 - d. Ordinance 2024/2025-2 Non-resident Library Card Program. ACTION {5}
MOTION: THAT ORDINANCE 2024/2025-2 NON-RESIDENT LIBRARY CARD PROGRAM BE APPROVED AS PRESENTED.
 - e. Ordinance 2024/2025-3 Tentative Budget & Appropriation FY24-25. ACTION {10}
MOTION: THAT ORDINANCE 2024/2025-3 TENTATIVE BUDGET & APPROPRIATION FY24-25 BE APPROVED AS PRESENTED.
 - f. Setting the Public Hearing for the Annual Budget and Appropriation for FY24-25. ACTION (5)
MOTION: THAT THE PUBLIC HEARING FOR THE ANNUAL BUDGET AND APPROPRIATION BE SET FOR TUESDAY, SEPTEMBER 17, 2024, AT 6:45 P.M.
 - g. Approval of Semi-annual review of closed session minutes: First half year review. ACTION {5}
MOTION: THAT THE BOARD APPROVE THE SEMI-ANNUAL REVIEW OF CLOSED EXECUTIVE SESSION MINUTES AS PRESENTED
 - h. Annual Audit of Secretary's Reports FY23-24 for 2024 IPLAR. INFORMATION {5}
 - i. Approval of Board Policy 3048 The Workshop. ACTION {10}

MOTION: THAT BOARD POLICY 3048 THE WORKSHOP BE APPROVED AS PRESENTED.

- j. Approval of Board Policy 4030 FOIA. ACTION {10}

MOTION: THAT BOARD POLICY 4030 FOIA BE APPROVED AS PRESENTED.

- k. Other potentially actionable items: Agenda items for August 2024 Regular Meeting. INFORMATION {5}
- i. Monthly Financial Statements for June 2024
 - ii. Approval of 2024 Illinois Public Library Annual Report (IPLAR)
 - iii. Annual Audit of WNPL Financial Statements Information
 - iv. Board Policies: TBD
 - v. Personnel Policies: TBD
 - vi. Other

XII. 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.

XIII. Announcements {5}

- a. By the chair:

- i. Communications to the public
- ii. Upcoming calendar:
 - 1. Special Meeting: Wednesday, July 24, 2024, 6:00 p.m.
 - 2. Friends of the Library Book Sale, Saturday, August 10, 2024, 10:00 a.m. – 3:00 p.m.
 - 3. Next Committee of the Whole, Tuesday, August 13, 2024, 7:00 p.m.
 - 4. Next Regular Meeting: Tuesday, August 20, 2024, 7:00 p.m.
 - 5. Friends of the Library Meeting, Thursday, August 22, 2024, 1:00 p.m.

- b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 182 minutes}