

# Warren-Newport Public Library District Board of Trustees

## Regular Meeting

September 17, 2024 7:15 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 {2}
  - a. Approval of bills payable for July 2024
  - b. Patron Suggestions August 2024
  - c. Approval of Board Policies:
    - i. 1050 Board Correspondence
    - ii. 3015 Material Selection
    - iii. 3040 Services to Schools

MOTION: 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 September 2024. INFORMATION {5}
- X. Old Business

- a. Facility Improvement Plan Overview – Joe Huberty, Engberg Anderson. INFORMATION AND POSSIBLE ACTION {30}
  - b. Revision to WNPL’s budget for FY 2024/2025. INFORMATION AND POSSIBLE ACTION {10}
  - c. Bookmobile update. INFORMATION {5}
- XI. New business
- a. Secretary’s report. Approval of Minutes of Regular Meeting August 20, 2024. ACTION {5}  
MOTION: THAT THE BOARD APPROVE THE MINUTES OF REGULAR MEETING AUGUST 20, 2024, AS PRESENTED.
  - b. Reports of Standing Committees: Committee of the Whole September 3, 2024. ACTION {5}
    - i. Finance
    - ii. Building and Grounds
    - iii. Policy
    - iv. Summary, Personnel and General  
MOTION: THAT THE BOARD APPROVE THE REPORTS OF COMMITTEE OF THE WHOLE SEPTEMBER 3, 2024, AS PRESENTED.
  - c. Approval of Monthly Financial Statements for June 2024. ACTION {10}  
MOTION: THAT THE MONTHLY FINANCIAL STATEMENTS FOR JUNE 2024 BE APPROVED AS PRESENTED.
  - d. Ordinance 2024/2025-4 Budget and Appropriation for FY 24-25. ACTION {15}  
MOTION: THAT ORDINANCE 2024/2025-4 BUDGET AND APPROPRIATION FOR FY 24-25 BE APPROVED AS PRESENTED.
  - e. Resolution 2024/2025-1 Proclamation National Friends of the Library Week. ACTION {5}  
MOTION: THAT RESOLUTION 2024/2025-1 PROCLAMATION NATIONAL FRIENDS OF THE LIBRARY WEEK BE APPROVED AS PRESENTED.
  - f. Approval of Library Closure for the Warren Township High School Homecoming Parade. ACTION {3}  
MOTION: THAT THE BOARD APPROVE THE LIBRARY CLOSURE ON SATURDAY, SEPTEMBER 28, 2024, FROM 9:00 AM TO 10:30 AM FOR THE WARREN TOWNSHIP HIGH SCHOOL COMECOMING PARADE.

- g. Other potentially actionable items: Agenda items for October 2024 Regular Meeting. INFORMATION {5}
  - i. Monthly Financial Statements for July 2024
  - ii. Resolution to Determine the Estimate of Funds Needed for FY 24-25
  - iii. Board Policies:
    - 1. Policies to reflect recent changes at WNPL
    - 2. 3013 Library Card
    - 3. 3025 Interlibrary Loan
    - 4. 4005 Volunteers
  - iv. Personnel Policies:
    - 1. 317 Life Insurance
    - 2. 319 Disability Benefits Plans
  - v. 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. Intergovernmental Picnic: Gurnee Park District, Thursday, September 19, 2024, 5:30 p.m.
  - 2. Banned Books Week 2024: Freed Between the Lines, September 22 – 28, 2024.
  - 3. Library Closed for the Warren Township High School Homecoming Parade, Saturday, September 28, 2024, 9 am – 10:30 p.m.
  - 4. Committee of the Whole, Tuesday, October 1, 2024, 7:00 p.m.
  - 5. Regular Meeting, Tuesday, October 15, 2024, 7:00 p.m.
  - 6. Library After Dark, October 19, 2024, 6:00 p.m.
  - 7. National Friends of the Library Week, October 20 – 26, 2024.

b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 159 minutes}