

To enrich, empower, and enlighten the people of the Warren-Newport Public Library District. — Mission statement approved by the Board of Trustees, July 18, 2023.

**Warren-Newport Public Library District  
Lake County, Illinois  
Board of Trustees**

George Kotsinis, President	Katherine Arnold
Celeste Flores, Vice President	Wendy Hamilton
Jo Beckwith, Secretary	Bonnie Sutton
Andrea Farr Capizzi, Treasurer	

**Regular Board Meeting  
Tuesday, August 20, 2024  
McCullough Board Room**

**Call to Order, Roll Call, and Determination of Quorum**

President Kotsinis called the Meeting to order at 7:00 p.m.

Trustees present: Arnold, Beckwith, Kotsinis and Hamilton.

Trustees absent: Farr Capizzi, Flores and Sutton.

Also present: Executive Director Ryan Livergood, Acting Recording Secretary Rebekah Raleigh and Smruti Savarkar.

**Pledge of Allegiance**

President Kotsinis led those present in the Pledge of Allegiance

**Reading of Mission Statement**

President Kotsinis read the Mission Statement aloud.

**Public Comments, Correspondence and Communications.** None.

**Consent Agenda**

- a. Approval of payrolls for July 2024
- b. Approval of bills payable for June 2024
- c. Patron Suggestions July 2024

Secretary Beckwith moved and Trustee Arnold seconded that the Consent Agenda be approved as presented.

The motion carried on a voice vote.

Absent: Farr Capizzi, Flores, Sutton

## **President's Report**

President Kotsinis presented a written report in the packet.

**Reports of Other Trustees.** None.

## **Executive Director's Report August 2024**

Executive Director Livergood presented a written report in the packet.

## **Old Business**

- a. Security Surveillance System update  
Executive Director Livergood presented a written report in the packet.
- b. 2023-2025 WNPL Strategic Plan update  
Executive Director Livergood presented a written report in the packet.

## **New Business**

a. Approval of Secretary's Report: Minutes of Regular Meeting July 16, 2024  
Secretary Beckwith moved and Trustee Hamilton seconded that the Board approve the Minutes of Regular Meeting July 16, 2024, as presented.  
The motion carried on a voice vote.  
Absent: Farr Capizzi, Flores, Sutton

b. Reports of Standing Committees: Committee of the Whole August 13, 2024  
Trustee Hamilton moved and Trustee Arnold seconded that the Reports for Committee of the Whole August 13, 2024, be approved as presented.  
The motion carried on a voice vote.  
Absent: Farr Capizzi, Flores, Sutton

- c. Approval of Monthly Financial Statements for June 2024  
Executive Director Livergood presented a written report in the packet.

d. 2024 Illinois Public Libraries Annual Report (IPLAR)  
Secretary Beckwith moved and Trustee Hamilton seconded to approve the 2024 Illinois Public Libraries Annual Report (IPLAR) to be submitted to the office of the Illinois Secretary of State pursuant to law.  
The motion carried on a roll call vote as follows:  
Ayes: Beckwith, Arnold, Hamilton, Kotsinis  
Absent: Flores, Sutton, Farr Capizzi

e. Approval of Board Policy 1061 Harassment, Discrimination and Retaliation

Trustee Arnold moved and Secretary Beckwith seconded that Board Policy 1061 Harassment, Discrimination and Retaliation be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Hamilton, Arnold, Beckwith, Kotsinis

Absent: Farr Capizzi, Sutton, Flores

f. Approval of Board Policy 3053 Study Rooms

Trustee Arnold moved and President Kotsinis seconded that Board Policy 3053 Study Rooms be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Beckwith, Hamilton, Arnold, Kotsinis

Absent: Sutton, Flores, Farr Capizzi

g. Approval of Personnel Policy 703 Harassment, Discrimination and Retaliation

President Kotsinis moved and Secretary Beckwith seconded that Personnel Policy 703 Harassment, Discrimination and Retaliation be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Arnold, Beckwith, Hamilton, Kotsinis

Absent: Flores, Sutton, Farr Capizzi

h. Consolidated Election April 1, 2025

Executive Director Livergood presented a written report in the packet.

i. Meeting Rooms Flooring project

Executive Director Livergood gave an oral update.

j. Other potentially actionable items: Agenda items for September 2024 Regular Meeting.

- i. Monthly Financial Statements for July 2024
- ii. Annual Budget and Appropriation Ordinance
- iii. Proclamation Friends of the Library Week Resolution
- iv. Strategic Marketing Plan Approval
- v. Annual Audit Information
- vi. Book Returns
- vii. Little Free Libraries
- viii. Bookmobile
- ix. Budget FY 2024-2025
- x. Board Policies: TBD
- xi. Personnel Policies: TBD

**Public Forum.** None.

**Announcements**

a. By the Chair:

i. Upcoming calendar

1. Committee of the Whole, Tuesday September 3, 2024, 7:00 p.m.
2. Public Hearing Budget and Appropriation, Tuesday, September 17, 2024, 7:00 p.m.
3. Next Regular Meeting: Tuesday, September 17, 2024, 7:15 p.m.
4. Intergovernmental Picnic: Viking Dance Hall, Thursday, September 19, 2024, 5:30 – 7:00 p.m.
5. Workshop Ribbon Cutting Ceremony – postponed, new date and time TBD.

**Adjournment**

Secretary Beckwith moved and Trustee Hamilton seconded that the meeting be adjourned.

The motion carried on a voice vote.

Absent: Farr Capizzi, Flores, Sutton.

President Kotsinis adjourned the meeting at 7:28 p.m.

*/s/ Jo Beckwith* \_\_\_\_\_

Jo Beckwith, Secretary

Approved: September 17, 2025

*/s/ Rebekah Raleigh* \_\_\_\_\_

Rebekah Raleigh, Acting Recording Secretary