

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, December 17, 2024
McCullough Board Room**

Call to Order, Roll Call, and Determination of Quorum

President Kotsinis called the Meeting to order at 7:03 p.m.

Trustees present: Arnold, Beckwith, Farr Capizzi, Flores, Kotsinis and Hamilton.

Trustees absent: Sutton.

Also present: Executive Director Ryan Livergood, Recording Secretary Celia G. Ornelas, 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. Secretary's Report. Approval of Minutes of Executive Session December 3, 2024, to remain closed to the public
- b. Report of Standing Committees: Committee of the Whole December 3, 2024:
 - i. Finance
 - ii. Building and Grounds
 - iii. Policy
 - iv. Summary, Personnel and General

- c. Approval Monthly Financial Statements October 2024
- d. Approval of payrolls for November 2024
- e. Approval of bills payable for October 2024
- f. Patron Suggestions November 2024
- g. Approval of Board Policies:
 - i. 2040 Wage Scale
 - ii. 3062 Security Cameras

Secretary Beckwith removed item a. from the Consent Agenda.

Treasurer Farr Capizzi moved and Trustee Arnold seconded that the Consent Agenda be approved as presented with exception of item a.

The motion carried on a voice vote.

Absent: Sutton

Items removed from Consent Agenda

Secretary Beckwith moved and Trustee Hamilton seconded to approve the Minutes of Executive Session December 3, 2024, to remain closed to the public as amended.

The motion carried on a voice vote.

Absent: Sutton

President's Report

President Kotsinis presented a written report in the packet.

Reports of Other Trustees

Vice President Flores attended the ILA Legislative Breakfast on November 6, 2024. She gave an oral report.

On December 9, 2024, Treasurer Farr Capizzi used the state services that were operating in the Library.

Executive Director's Report December 2024

Executive Director Livergood presented a written report in the packet.

Old Business

- a. Facilities improvement plan update.

Executive Director Livergood presented a written report in the packet.

- b. WNPL Strategic Plan Quarterly update.

Executive Director Livergood presented a written report in the packet.

New Business

- a. Secretary’s Report. Approval of Minutes of Regular Meeting November 19, 2024.

Vice President Flores moved and Secretary Beckwith seconded that the Board approve the Minutes of Regular Meeting of November 19, 2024, as presented.

The motion carried on a voice vote.

Absent: Sutton

- b. Secretary’s report: Approval of Executive Session Minutes November 19, 2024, to remain closed to the public.

Trustee Arnold moved and Vice President Flores seconded that the Board approve the Executive Session Minutes of November 19, 2024, to remain closed to the public.

The motion carried on a voice vote.

Absent: Sutton

- c. Treasurer’s Report of Annual Receipts and Disbursements for FY 23-24.

Vice President Flores moved and Trustee Hamilton seconded that the Treasurer’s Report of Annual Receipts and Disbursements for FY 23-24 be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Hamilton, Beckwith, Flores, Arnold, Farr Capizzi, Kotsinis

Absent: Sutton

- d. Meeting Room A/V project.

Executive Director Livergood presented a written report in the packet.

- e. Semi-annual Review of Closed Session Minutes.

Executive Director Livergood gave an oral update.

- f. FY2025 Per Capita Grant Requirements.

Executive Director Livergood gave an oral report.

- g. Other potentially actionable items: Agenda items for January 2025 Regular Meeting.

- i. Monthly Financial Statements for November 2024
- ii. Per Capita & Equalization Aid Grant Requirements
- iii. Tax Abatement for Debt Service Ordinance
- iv. Semi-annual review of closed Session Minutes

Public Forum. None.

Announcements

a. By the Chair:

i. Upcoming calendar

1. Library Closed for The Holidays: December 24, 25 & 31, 2024, and January 1, 2025.
2. Canceled Committee of the Whole, Tuesday, January 7, 2024, 7:00 p.m.
3. Regular Meeting, Tuesday, January 21, 2024, 7:00 p.m.

b. By other Trustees or Director.

Treasurer Farr Capizzi announced her daughter-in-law got her master's degree in library science recently and is looking for a job.

Enter into Executive Session [5ILCS 120/2.(c)(1)] to review the performance of a specific employee of the public body.

Trustee Hamilton moved and President Kotsinis seconded that the Board enter into executive session [5ILCS 120/2.(c)(1)] to review the performance of the Executive Director with the Executive Director Livergood present.

The motion carried on a roll call vote as follows:

Ayes: Beckwith, Hamilton, Farr Capizzi, Flores, Arnold, Kotsinis

Absent: Sutton

The Board entered into Executive Session at 7:38 p.m.

Reconvene to Regular Meeting

Regular meeting reconvened at 8:09 p.m.

Motion as a result of Executive Session

President Kotsinis moved and Vice President Flores seconded that the Board accept Executive Director Livergood's performance evaluation and increase his compensation to \$167,734 beginning January 1, 2025.

The motion carried on a roll call vote as follows:

Ayes: Flores, Arnold, Beckwith, Hamilton, Farr Capizzi, Kotsinis

Absent: Sutton

Adjournment

Secretary Beckwith moved and Vice President Flores seconded that the meeting be adjourned.

The motion carried on a voice vote.

Absent: Sutton

President Kotsinis adjourned the meeting at 8:10 p.m.

/s/ Jo Beckwith
Jo Beckwith, Secretary

Approved: January 21, 2025

/s/ Celia G. Ornelas
Celia G. Ornelas, Recording Secretary