

Warren-Newport Public Library District Board of Trustees

Regular Meeting

Tuesday, February 18, 2025, 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. Old Business
 - a. Facilities improvement plan update: Joe Huberty, Engberg Anderson
INFORMATION {30}
- VI. Consent agenda (*Any trustee may remove items from the consent agenda for separate action by the Board.*) ACTION {2}
 - a. Secretary's Report: Approval of Minutes of Regular Meeting January 21, 2025
 - b. Reports of Standing Committees: Committee of the Whole February 4, 2025:
 - i. Finance
 - ii. Building and Grounds
 - iii. Policy
 - iv. Summary, Personnel and General
 - c. Approval of payrolls for January 2025
 - d. Approval of bills payable for December 2024
 - e. Patron Suggestions January 2025

- f. Approval of Board Policies:
 - i. 1035 Legal Counsel and Professional Consultation
 - ii. 1040 Indemnification and Insurance
 - iii. 2010 Routine Bank Procedures
 - iv. 3048 The Workshop
- g. Approval of Personnel Policies:
 - i. 301 Employee Benefits

MOTION: THAT THE CONSENT AGENDA BE APPROVED AS PRESENTED.

- VII. Item(s) removed from consent agenda, if any. ACTION {5}
- VIII. President's report. INFORMATION {5}
- IX. Reports of other trustees. INFORMATION {5}
- X. Executive Director's report February 2025. INFORMATION {5}
- XI. New business
 - a. Approval Monthly Financial Statements December 2024. ACTION {15}
MOTION: THAT THE BOARD APPROVE THE MONTHLY FINANCIAL STATEMENTS FOR DECEMBER 2024 AS PRESENTED.
 - b. Approval of Personnel Policy 309 Bereavement Leave. ACTION {5}
MOTION: THAT THE BOARD APPROVE PERSONNEL POLICY 309 BEREAVEMENT LEAVE AS PRESENTED.
 - c. Board Self-Evaluation and Goals. INFORMATION {20}
 - d. Other potentially actionable items: Agenda items for March 2025 Regular Meeting. INFORMATION {5}
 - i. Monthly Financial Statements for January 2025
 - ii. Capital planning review and discussion
 - iii. Board training and self-development
 - iv. Strategic Plan Progress Report First Quarter 2025
 - v. Board Policies TBD
 - vi. Personnel Policies TBD
 - vii. 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. Black History Month Celebration, Saturday, February 22, 2025, Noon to 4:00 p.m.
 - 2. Friends of the Library Meeting, Thursday, February 27, 2025, 1:00 p.m.
 - 3. Committee of the Whole, Tuesday, March 4, 2025, 7:00 p.m.
 - 4. Regular Meeting, Tuesday, March 18, 2025, 7:00 p.m.
 - 5. Craft Supply Swap, Saturday, April 26, 2025.

b. By other trustees or the director

XIV. Adjournment. ACTION {<1}

MOTION: THAT THE MEETING BE ADJOURNED.

{Estimated total duration 141 minutes}

Board packet February 18, 2025: Agenda for February 2025 Regular Meeting

Friday, February 14, 2025 9:59 AM

Good morning,

Attached is the agenda for next Tuesday's meeting. Joe Huberty with Engberg Anderson is going to join us via videoconference after public comment to show the Board the current drafts for the short- and long-term facilities space plans.

Thanks,
Ryan

Ryan Livergood
Executive Director
Warren-Newport Public Library District
224 N. O'Plaine Road
Gurnee, IL 60031
847-244-5150 ext. 3008
rlivergood@wnpl.info