

## Harvey Public Library District's Board Minutes

April 09, 2015

President Price called the meeting to order at 6:03 pm.

Members Present: William Wiley, Roberta Patterson, Joyce Kellogg-Weaver,  
Barbara Fields and Keith Price

Absent: Yassim Ali and Joann Nesbitt

### **Approval of Minutes**

Trustee Kellogg-Weaver made a motion to approve minutes and was seconded by Trustee Patterson.

Roll Call Vote:

Ayes: William Wiley, Roberta Patterson, Joyce Kellogg-Weaver,  
Barbara Fields and Keith Price

Nays:

Absent: Yassim Ali and JoAnn Nesbitt

Motion Carried.

### **Approval of Bills**

Trustee Kellogg-Weaver made a motion to approve the bills and was seconded by Trustee Wiley.

Roll Call Vote:

Ayes: William Wiley, Roberta Patterson, Joyce Kellogg-Weaver,  
Barbara Fields and Keith Price

Nays:

Absent: Yassim Ali and JoAnn Nesbitt

Motion Carried.

### **Correspondence/Announcements**

Director Flowers congratulates the Trustee Elects 6yr Term:

William Whitaker, Mauzkie Ervin and Jerelene Harris

Trustee Elect 2yr Term:

Tamika Price

### **Treasurer's Report**

Trustee Kellogg-Weaver announces that the General Fund currently has \$603,816.08 as stated in Finance Meeting.

Board of Trustees tasked Director Flowers to finalize the sale of the comic books that were placed in storage.

Attorney Jarad reminds the Board that disposal of personal property can only be sold after notice of post-sale and it has to be published at least once (1) a week for two (2) successful weeks in the newspaper of the local community.

Attorney Jarad states that it then could be sold either to the highest bidder or at a predetermined price that the Board has agreed upon.

### **Report of Library Director**

Director Flowers announces that April 12, 2015 through April 18, 2015 is National Library week. Youth Services will be giving away Chili's and White Castle's gift card to every child that signs up for a library card and Adult Services will be giving out engraved ink pens to all adults signing up for library cards.

Director Flowers states that Trustees filing for their statement of Economic Interest is due May 1, 2015 and that late fees of \$15.00 will be assessed for those who doesn't meet the deadline.

Director Flowers states that there is a premium return from Arthur and Gallagher through Amtrust North America for a Final Premium audit in the amount of \$577.00.

Director Flowers gives thanks to all supporters for the Groundbreaking Ceremony.

### **Report of Trustees/Committees**

No Report.

### **New Business**

Jack Hayes states that Moody and Nolan had billed the library for only a portion of the bill during the bidding phase and now that the bidding phase is done the remaining balance of the total invoice is \$10,545.00 and it makes sense to go ahead and pay them.

Attorney Jarad agrees with Jack Hayes to approve payment to Moody and Nolan.

Jack Hayes gives his sincerest apologies to the Board for not attending the Groundbreaking Ceremony and thanks the Board for all of their support during this project.

Trustee Wiley made a motion to approve Architect's Invoice #11904.01-03 (Requisition 07) and was seconded by Trustee Patterson.

Roll Call Vote:

Ayes: William Wiley, Roberta Patterson, Joyce Kellogg-Weaver,  
Barbara Fields and Keith Price.

Nays:

Absent: Yassim Ali and JoAnn Nesbitt

Motion Carried.

Attorney Jarad states that the Architect's Invoice #11904.01-01c (Requisition 08) in the amount of \$18,000 represents the work performed for the construction grant application in 2012. She states that he's billing at an hourly rate, submitted an itemized invoice and asking for payment of \$18,000.00.

Attorney Jarad states that the Architect did perform these jobs listed totaling an amount over \$23,000.00 that she questioned because the jobs were dated before he was retained, those jobs were deducted from the itemized invoice and is still in excess of 18,000.00, but the Architect is asking for only \$18,000.00.

Attorney Jarad recommends that the Board approves Architect's Invoice #11904.01-01c (Requisition 08) in the amount of \$18,000.00.

Trustee Wiley made a motion to approve Architect's Invoice #11904.01-01c and was seconded by Trustee Patterson.

Roll Call Vote:

Ayes: William Wiley, Roberta Patterson, Joyce Kellogg- Weaver and Barbara Fields

Nays:

Abstain: Keith Price

Absent: Yassim Ali and JoAnn Nesbitt

Motion Carried.

Director Flowers states that Architect fees was not budgeted in the project fund.

Trustee Wiley made a motion to rescind vote on Architect's Invoice #11904.01-01c (Requisition 08) until further clarity and was seconded by Trustee Patterson.

Roll Call Vote:

Ayes: William Wiley, Roberta Patterson, Joyce Kellogg- Weaver, Barbara Fields and Keith Price.

Nays:

Abstain: Keith Price

Absent: Yassim Ali and JoAnn Nesbitt

Motion Carried.

The Board of Trustees tasks Director Flowers to check in the general fund to see if Architect fees was allocated.

Director Flowers states that while the Adult Services Manager was visiting one of our senior citizen buildings on an Outreach mission, Melissa Baugh from Outreach Academy asked if we could possibly service their patron's again with our Mobile Library.

President Price states that HPLD will be willing to service Dixmoor Library patrons if they are contracted with us, Trustee Wiley agreed.

Director Flowers was tasked by the Board of Trustees to invite Dixmoor Library Trustees to HPLD's upcoming Board Meeting (May 14, 2015).

Attorney Jarad clarifies the meaning of the Open Meetings Act, she states that it requires written minutes to be maintained for both open and closed sessions, it also requires an audio tape be maintained.

Attorney Jarad states that those audios could be destroyed after a period of eighteen (18) months, subject to two (2) conditions, 1. Approval of written minutes of those closed session and 2. The Board in open session voting to destroy those audio tapes after eighteen (18) months has lapsed but the written minutes remains.

Attorney states that the Open Meetings Act also requires a semi-annual review of those closed session minutes. She states that one or all Trustees could review those audios and the Board would vote on rather or not they remain confidential or become public.

The Board of Trustees agreed that they would all review the audios or as long as a quorum is met then the tapes would be reviewed and voted on.

### **Old Business**

Attorney Jarad states that they may have located a deed to the Turlington property. She states that she spoke to the seller's attorney and that HPLD could move forward and more than likely close by the end of the month depending on rather or not the city of Harvey is going to require an additional inspection.

President Price states that two (2) speed bumps will be placed on the Turlington, between the parking lot and entrance for the safety of our pedestrians (patrons).

Director Flowers announces to the Board that April 09, 2015 will be the last Board Meeting at HPLD before phase 1 starts of the construction project.

Director Flowers states that she has been working with the community to possibly find a building to conduct our programs and Board Meetings, in the near future.

President Price made a motion to have all the Trustees that were part of the building project in any way names be placed on a plaque for display in the new building and was seconded by Trustee Patterson.

Roll Call Vote:

Ayes: William Wiley, Roberta Patterson, Joyce Kellogg- Weaver,  
Barbara Fields and Keith Price.

Nays:

Absent: Yassim Ali and JoAnn Nesbitt

Motion Carried.

### **Audience Participation**

Mr. Nunn states that the comic books would be a source of information and that residents may want to utilize this source.

Trustee Kellogg-Weaver states that they were never a source of information and that the comic books were purchased with no knowledge of the Trustees and were never placed in the system for patron usage, President Price agrees.

Mr. Nunn asks, what will be purpose of the cul-de-sac and speed bumps?

President Price clarifies his statement about speed bumps being placed on Turlington for safety and a cul-de-sac is not part of the project. He states that the speed bumps has already been added to the construction project.

### **Executive Session**

President Price made a motion to amend the agenda and add Executive Session at 7:03pm and was seconded by Trustee Patterson.

Roll Call Vote:

Ayes: William Wiley, Roberta Patterson, Joyce Kellogg-Weaver, Barbara Fields and Keith Price.

Nays:

Absent: Yassim Ali

President Price made motion to adjourn meeting after Executive Session at 7:56pm and was seconded by Trustee Wiley

Roll Call Vote:

Ayes: JoAnn Nesbitt, William Wiley, Roberta Patterson, Joyce Kellogg-Weaver, Barbara Fields and Keith Price.

Nays:

Absent: Yassim Ali

Meeting Adjourned at 7:57pm.