

Harvey Public Library District's Board Meeting Minutes

September 8, 2016

Board Meeting

CALL TO ORDER

President Patterson called the meeting to order at 6:07pm.

ROLL CALL

Members Present: Tamika Price, Mauzkie Ervin, Jerlene Harris, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Absent:

APPROVAL OF MINUTES

Trustee Harris states that she stated for the record all of the sessions she went to at the ALA Conference and is wasn't in last month's minutes.

After reviewing the audio of the minutes, the minutes were recorded correctly. Trustee Harris did not state those comments for the record; however she did state for the record the check amount she returned from the ALA Conference.

Trustee Harris states that she have repeatedly asked to place yard signs in each ward so that the citizens could be notified about the board meetings.

President Patterson asked, if Trustee Harris had submitted this request in writing to be on the agenda?

Trustee Harris answered no. She states for the record that she will submit a request if that's what it takes to get her request on the agenda.

Trustee Ervin made a motion to approve the board meeting minutes for the previous month and was seconded by Trustee Fields.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain: Jerlene Harris

Absent:

Motion Carried.

APPROVAL OF BILLS AND REVIEW OF ACCOUNTS

Trustee Ervin made a motion to approve the bills from the previous month and was seconded by Trustee Fields.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays: Jerlene Harris

Abstain:

Absent:

Motion Carried.

CORRESPONDENCE/ANNOUNCEMENTS

Trustee Harris states for the record that on September 8, 2016, she gave all the trustees a copy of a letter and receipt for reimbursement for her lunch for the board meeting. She states that she hope that the Board of Library Trustees address this matter.

Trustee Price asked, if it was too late to amend the agenda. She states that she would like to add to the agenda under unfinished business item d. about posting the yard signs.

President Patterson states that it isn't too late to amend the agenda.

Trustee Price made a motion to amend the agenda to discuss the yard signs for Board Meetings under unfinished business item d. and was seconded by Trustee Harris.

Roll Call Vote:

Ayes: Tamika Price, Jerlene Harris, William Whitaker and Barbara Fields

Nays: Mauzkie Ervin, JoAnn Nesbitt and Roberta Patterson

Abstain:

Absent:

Motion Carried.

Trustee Harris states that she noticed that there were different notifications of schedules. She states that the Finance, Board nor the Public Hearing Meetings was not spoken of and it should be part of our packets. She states that if we're going to have these meetings then the public needs to know.

Director Flowers states that all the meetings were posted in the display cabinet in the vestibule and on HPLD's website.

Trustee Harris states that the meetings should be added to HPLD's calendars.

Trustee Harris states for the record that the board allow her to purchase her own lunch for the Board Meetings and be reimbursed for it. She states that the seal was tampered with on her box lunch and that stressed her out.

Attorney Jarad states that the library director added a legislation update to the agenda which specifically deals with the reimbursement of meals, travel and lodging. She states that it's going to require the board to take some action namely to adopt a resolution or ordinance setting its regulations in writing.

Vice-President Fields made a motion to add Trustee Harris's lunch receipts to the bills and reimburse her for the lunches that she purchased and was seconded by Trustee Nesbitt.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, Jerlene Harris, William Whitaker,
JoAnn Nesbitt, Barbara Fields

Nays:

Abstain: Roberta Patterson

Absent:

Motion Carried.

REPORT OF THE TREASURER

As stated.

General Fund-\$19,615.36

Gift Account-\$5,558.61

Special Reserve Account-\$22.46

Vendor Account-\$297,625.17

Expense Account-\$26,764.56

Youth Services Account-\$4,464.36

REPORT OF LIBRARY DIRECTOR

As stated.

Vice-President Fields states that she received a complaint about the meeting rooms at the library. She states that she don't have it with her today but it was delivered to her some weeks ago.

President Patterson states that this matter has been corrected since then, she states that you cannot have political meetings at the library. She states that at that time HPLD was in the process of getting the policies together.

Vice-President Fields asked, what's considered political?

Trustee Ervin states that it wasn't a political meeting it was a personal meeting.

Trustee Harris states for the record that she would like Attorney Jarad to look on Christianlaw.com to see if HPLD is in violation of something that we may have overlooked as a board.

Trustee Whitaker states that the Library Fest had a great turn out and he had a wonderful time.

Trustee Harris asked, will the board be updated on the audit by 9.30.2016?

Director Flowers states that the auditor is working on the audit and trying to meet the deadline.

LEGISLATION UPDATE

Director Flowers states that the legislation is showing that the board is going to need a roll call vote in order to approve all lodging, meals and travel.

President Patterson states that sometime in January 2017, the board will set-up a policy and the board will vote on what the HPLD policy will be.

Attorney Jarad states that she will put together a draft that will have a lot of blanks. She states that this will suggest what the maximum amount to reimburse someone for lodging, breakfast, travel etc. She states that it will be a standard form that you will use for submitting a request.

REPORT OF LIBRARY TRUSTEES/COMMITTEES

A. BUILDING & GROUNDS

No report.

Trustee Harris states that she toured the library and noticed that the family washroom was locked and you have to go to the circulation desk to get the key to unlock the door. She asked, why is it locked?

Director Flowers states that it is locked for security reasons.

B. FINANCE

No report.

C. PLANNING AND DEVELOPMENT

No report.

UNFINISHED BUSINESS

A. Work Place Bullying And Harassment Policy (Action Item)

Trustee Fields made a motion to approve HPLD's Work Place Bullying and Harassment Policy and was seconded by Trustee Price.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, Jerlene Harris, William Whitaker,
JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent:

Motion Carried.

B. IL Funds Gift Account-Tabled

This agenda item was tabled.

After a brief discussion about the IL Gift Account the Board of Trustees exchanged ideas and suggestions on what to do with the account.

C. CDBG Demolition Grant Update (Trustee Whitaker)

Trustee Whitaker states that HPLD is waiting on the county's legal department to finalize the grant.

Trustee Harris asked, if the district gets TIF funds?

Director Flowers states that the district haven't received any TIF funds.

The board tasked the library director to do some research and see if the district could receive TIF funds.

D. Yard Signs for Each Ward

After a brief discussion about the yard signs the board exchanged ideas and suggestions for the signs. The board decided that it is a good idea to purchase yard signs for each ward to post for the library board meetings.

NEW BUSINESS

A. Secretary's Audit

President Patterson states that the Secretary's Audit is when two (2) trustees get together and review one (1) year (the last fiscal year) of Board Meeting Minutes and sign-off on it.

The board decided to have Treasurer Nesbitt and Vice-President Fields conduct the Secretary's Audit.

B. Budget and Appropriations Ordinance 2016-4

Trustee Harris states that our citizens weren't allowed to review what the board is trying to pass.

Attorney Jarad states that the notice of a public hearing was published properly in the local newspaper at thirty (30) days prior to the meeting. She states that the Tentative Budget and Appropriations Ordinance that the board approved at the July's meeting has been made available since the July meeting for public inspection.

Trustee Ervin made a motion to approve Ordinance No. 2016-4 providing for Budget and Appropriations of the Harvey Public Library District, Cook County, Illinois, for the fiscal year beginning July 1, 2016 and ending June 30, 2017 with the approval of Bond Counsel & Financial Advisor Services from \$30,000.00 to \$70,000.00 and the correction of the subtotal to read 1,898,788.00 and the total to read 2,260,032.25 and was seconded by Trustee Nesbitt.

Roll Call Vote:

Ayes: Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays: Jerlene Harris

Abstain: Tamika Price

Absent:

Motion Carried.

AUDIENCE PARTICIPATION (Remarks Limited to 3 Minutes)

Latricia London states that she has a couple of suggestions for the board. She states that she works for a non-profit organization and go through an organization called Mac to School and they give out the MAC computers and are inexpensive, if the board is interested in that. She states that she's a graphics art designer and does a lot of posters, flyers and banners. Latricia states that there's a place called Overnight Prints that the board could go through for their yard signs. She states that she recently attended a meeting in the library and it was very politically driven. Latricia states that she wrote a letter to the library director stating what she had witnessed in the meeting. She states that she will attend the library board meetings more often.

President Patterson states that the board did receive that letter and since then made a policy for the meeting rooms. She states that the board will carry out the rules of the policy.

Ruby Donahue states that she attended the meeting at the library on 8.13.2016, she states that it was not a political meeting and it was not a coalition meeting. Ruby states that the meeting was not called by the Harvey Coalition. She states that the coalition doesn't have meetings in the month of August. Ruby states that the meeting was called independently by Mr. Nunn.

Isaiah Whitaker made a positive comment about the snacks the board decided to have at the library on Fridays.

ADJOURNMENT

Trustee Price made a motion to adjourn the meeting at 7:35pm and was seconded by Trustee Nesbitt.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, Jerlene Harris, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent:

Meeting Adjourned.

