

HARVEY PUBLIC LIBRARY DISTRICT'S BOARD MINUTES
April 10, 2008

President Julius Patterson called the meeting to order at 6:06 p.m.

Members Present: Julius Patterson, Joyce Kellogg-Weaver, Barbara Fields, and Annette Turner

Absent: Marion Beck, Eric Patterson, and Brenda Thompson

President Patterson stated that an amendment to the agenda was necessary due to an executive session being added to discuss Director Kalman's employee evaluation.

Minutes of Previous Meeting:

President Patterson made the motion to approve the minutes from March 13, 2008 and was seconded by Trustee Kellogg-Weaver.

Roll Call Vote: Ayes: Julius Patterson, Joyce Kellogg-Weaver, and Barbara Fields

Nays: Annette Turner

Absent: Marion Beck, Eric Patterson, Brenda Thompson

Motion Carried.

Review of Bills and Accounts:

President Patterson made the motion to approve the bills for the months of March and April and was seconded by Trustee Kellogg-Weaver.

Roll Call Vote: Ayes: Julius Patterson, Barbara Fields, and Joyce Kellogg-Weaver

Nays: Annette Turner

Absent: Marion Beck, Eric Patterson, and Brenda Thompson

Motion Carried.

Director Kalman announced that Secretary of State Jesse White sent a letter that awarded the library a \$36,321 Per Capita Grant. President Patterson asked how the funds could be utilized and Director Kalman replied the funds could be allotted for books, materials, and staff development. President Patterson requested that each trustee receive a copy of the award letter.

Director Kalman stated that he received a call from the Cook County Treasurers Office. The Treasurer's Office explained that it was the fiftieth anniversary of National Library Week and that representatives from their office were sent to 125 libraries in Cook County and 8 libraries were selected as award recipients. The Harvey Public Library District was one of the award winning libraries.

A letter from a patron expressing concern over internet access ending was read by Trustee Turner. The writer expressed that ending the service would be a disadvantage for several community members and she would like to assist the library with fundraising efforts in order to maintain internet access.

Trustee Eric Patterson entered the meeting at 6:12 pm.

President Patterson asked was everyone notified of the home internet access ending and Director Kalman replied that word is going around. President Patterson stated that he would like to alert everyone of the access ending and maybe there will be responses similar to the letter received which could result in assistance with fundraising efforts.

Trustee Turner suggested a mass mailing of the Harvey Public Library newsletter.

Trustee Turner stated April 30, 2008 there is Children's Book Day. She added that the book signing will be rescheduled for May 3rd. President Patterson asked Director Kalman and Assistant Director Marie McFarland to have the updates broadcasted on the cable television network.

Trustee Turner announced that her daughter belongs to Black Accountants of America and the organization referred her to Chicago State University for applicants. She stated that Chicago State University will begin sending resumes and the position could possibly be for 20 hours per week at the rate of \$10.50.

Director Kalman mentioned that Zone 9 will be having a Trustee Workshop on May 31st from 9am until 12pm. He suggested that the Harvey Library Trustee Workshop that is currently being planned occur after the local workshop. Trustee Turner stated that May 31st may not be a good day to conduct the Harvey Trustee Workshop because the library closes at 4pm.

President Patterson asked was there a fee to attend and Trustee Kellogg-Weaver responded that the cost was \$100.00

President Patterson stated that there were several different events occurring on April 19th and that the events should be posted on the cable station.

Trustee Kellogg-Weaver stated that Trustee Turner needs the role of bill signing explained. President Patterson stated that even if a person does not agree with the procedure or bill list their signature is still required.

Trustee Turner stated that the board agreed to pay \$75,000 for the Tax Anticipation Warrant but \$150,000 was paid. Director Kalman explained that the board originally approved \$150,000 for the TAW and the following month a finance committee met and decided pay half or \$75,000. The next month the board didn't officially approve to pay half and so the amount that was originally approved which was \$150,000 was paid.

President Patterson asked where did the payment leave the library financially. Director Kalman responded approximately \$400,000 but a bank statement has not been received to verify. President Patterson asked would this amount sustain the library until tax money is received in September. President Patterson requested that the finance committee determine where the library is financially.

Trustee Turner stated to do so they would need more information such as account payable and amount received is needed to make an intelligent decision.

President Patterson made the motion that any receipts and money received is presented to the finance committee for review and a recommendation can be presented to the entire board and was seconded by Trustee Kellogg-Weaver.

Trustee Patterson added that discipline may be necessary if all amounts are not reported. President Patterson suggested that a discussion take place.

Roll Call Vote: Ayes: Julius Patterson, Eric Patterson, Barbara Fields, Annette Turner, and Joyce Kellogg-Weaver

 Absent: Marion Beck and Brenda Thompson

Motion Carried.

President Patterson suggested that current policies be reviewed to determine if updates are necessary. Trustee Turner stated updates are in the process of being done and the committee will discuss suggestions when updates are complete. President Patterson stated that trustees should meet and discuss updates with Director Kalman and Assistant Director Marie McFarland.

President Patterson stated that Long Range Plans need to be reviewed and discussed in committee.

Trustee Turner questioned the renewal dates for the Phoenix Library Contract. Director Kalman stated that the agreement is to pay \$15000 or 70% of the taxes that they bring in, whichever is higher. Trustee Turner asked for further explanation of the dates. Director Kalman explained that if they receive a tax report for 2007 it will have the amount that Phoenix pays for 2008. President Patterson asked was it usually the dollar amount that is paid and Director Kalman replied it depends on which amount is higher. Trustee Fields asked was the contract identical to the previous contract and Director Kalman responded yes.

There was a question about whether the contract stated that Phoenix pays 10/12 of the payment. Director Kalman checked and it was a mistake. The contract should be stated that 1/2 should be paid in two installments.

President Patterson said to make sure that the contract is corrected prior to submitting.

President Patterson made the motion to accept the Library Service Agreement between Harvey and Phoenix for the years 2008 until 2011 and was seconded by Trustee Turner.

Roll Call Vote: Ayes: Julius Patterson, Eric Patterson, Barbara Fields, Annette Turner, and Joyce Kellogg-Weaver

Absent: Marion Beck and Brenda Thompson

Motion Carried.

President Patterson made the motion to go into executive session at 6:42

Roll Call Vote: Ayes: Julius Patterson, Eric Patterson, Barbara Fields, Annette Turner, and Joyce Kellogg-Weaver

Absent: Marion Beck and Brenda Thompson

Motion Carried.

Regular Session Resumes at 7:46

President Patterson made the motion to accept the evaluation that was completed for Director Kalman and that a copy is accessible to board members and Director Kalman and was seconded by Trustee Patterson.

Roll Call Vote: Ayes: Julius Patterson, Barbara Fields, Eric Patterson Annette Turner, and Joyce Kellogg-Weaver

Absent: Marion Beck and Brenda Thompson

Motion Carried.

President Patterson stated to make sure that all trustees receive a copy of the evaluation.

President Patterson made the motion to adjourn the meeting at 7:47 pm and was seconded by Trustee Kellogg- Weaver.

Roll Call Vote: Ayes: Julius Patterson, Barbara Fields, Annette Turner, and Joyce Kellogg-Weaver

Absent: Marion Beck, Eric Patterson, and Brenda Thompson

Motion Carried.

Meeting adjourned at 7:47 pm.