

HARVEY PUBLIC LIBRARY DISTRICT'S BOARD MINUTES
September 15, 2009

President Beck called the meeting to order at 6:21pm.

Members Present: Marion Beck, Barbara Fields, Joyce Kellogg-Weaver, Eric Patterson, Keith Price and Annette Turner.

President Beck asked Vice-President Fields to be Secretary for the evening.

The budget hearing was opened and Trustees had several questions. Trustees want to add the following to section 3 of the budget ordinance stating that money transferred from one line item to another must be done by "Board action only". As there were several other questions, the Board decided to continue the budget discussion later in the meeting. The only public question was: What was the library's opening fiscal amount? The Director replied \$590,000 and this is enough to get us through December and tax monies are due November 1st as of right now otherwise we will have to get another tax anticipation warrant.

Trustee Turner asked if the library has ever had a forensic audit done and the Director said no.

Minutes of Previous Meeting:

Trustee Kellogg-Weaver made the motion to approve the minutes from the July 9, 2009 meeting and was seconded by Trustee Price.

Roll Call Vote: Ayes: Eric Patterson, Keith Price, Barbara Fields, Joyce Kellogg-Weaver and Marion Beck.

Abstained: Annette Turner.

Motion Carried.

Approval of Bills and Review of Accounts:

Trustee Kellogg-Weaver made the motion to approve the bills for July, August & September 2009 and was seconded by Trustee Fields.

Roll Call Vote: Ayes: Keith Price, Barbara Fields, Joyce Kellogg-Weaver and Marion Beck.

Abstained: Eric Patterson and Annette Turner.

Motion Carried.

Correspondence:

A letter was received from our auditor, telling us they would like to begin the new audit for the fiscal year ending June 30, 2009. The Director reminded Trustees of a Law passed in January 1, 2009 that there has to be a Freedom of Information Officer.

Report of Library Director:

A question was asked about the new person hired and the Director explained that he was from the Richton Park Library and that he retired early. He works part-time and only 10 hours a week. The Board asked the Director to make them aware of any library openings in the future.

Reports of Trustees/Committees:

Building & Ground – Trustee Price would like monthly reports in writing from the Building Manager.

Trustee Price would also like to see everyone's time card to get a feel for staff's hours.

Finance – Trustee Kellogg-Weaver reminded everyone that the budget must be passed by September 28, 2009.

Unfinished Business:

President Beck would like to see the long range plan updated.

Revision of the Vacation Leave Policy – The new policy will state: Vacation leave must be used within the calendar year. Employees will be entitled to receive payment for unused vacation leave upon retirement or any other termination of employment. Trustee Price made the motion to accept the revision of the vacation leave policy and was seconded by Trustee Turner.

Roll Call Vote: Ayes: Marion Beck, Barbara Fields, Joyce Kellogg-Weaver, Eric Patterson, Keith Price and Annette Turner.

Motion Carried.

Trustee Turner would like to see a laptop in the board room so the Director would not have to run to his office all the time.

Per Capita Requirements: The Director asked if all Trustees were familiar with the Ready Reference and Illinois Library Laws and where they could be found all responded that they had reviewed them. Trustee Fields made the motion to accept the per capita requirements and was seconded by Trustee Price.

Roll Call Vote: Ayes: Marion Beck, Barbara Fields, Joyce Kellogg-Weaver and Eric Patterson.
Abstained: Keith Price and Annette Turner.

Trustee Price made the motion to go into executive session at 7:25pm to discuss the vacant trustee position and was seconded by Trustee Patterson.

Roll Call Vote: Ayes: Marion Beck, Barbara fields, Joyce Kellogg-Weaver, Eric Patterson, Keith Price and Annette Turner.

Motion Carried.

The regular session of the September 15, 2009 Board meeting resumed at 7:56pm.

Members Present: Marion Beck, Barbara Fields, Joyce Kellogg-Weaver, Eric Patterson and Keith Price.

Trustee Kellogg Weaver made the motion to nominate Derrick Fomby for the vacant Trustee position and was seconded by Trustee Fields.

Roll Call Vote: Ayes: Marion Beck, Barbara Fields, Joyce Kellogg-Weaver, Eric Patterson, Keith Price and Annette Turner.

Motion Carried.

Trustee Patterson made the motion to nominate Jerry Doss for the vacant Trustee position and was seconded by Trustee Price.

Roll Call Vote: Ayes: Marion Beck, Barbara Fields, Joyce Kellogg-Weaver, Eric Patterson, Keith Price and Annette Turner.

Motion Carried.

Voting for D. Fomby – Ayes: Marion Beck, Barbara Fields, Joyce Kellogg-Weaver, Eric Patterson and Keith Price.

Nays: Annette Turner.

Voting for J. Doss – Ayes: Eric Patterson, Keith Price and Annette Turner.

Nays: Marion Beck, Barbara Fields and Joyce Kellogg-Weaver.

Derrick Fomby is sworn in as the new Trustee by a five to three vote.

Trustee Fields left at 8:05pm as did new Trustee Fomby.

President Beck reminded all Trustees that they need to attend all meeting whenever they can.

Budget – Trustee Patterson had concerns about the budget and wanted it known that any line item can be adjusted and that it is the bottom line that cannot be changed.

Trustee Kellogg-Weaver made the motion to approve the Ordinance No. 2009-4 Ordinance providing for budget and appropriations of the Harvey Public Library District, Cook County, Illinois, for the fiscal year beginning July 1, 2009 and ending June 30, 2010 and with the amending statement to section 3 page 4 "By Board Action Only" and was seconded by Trustee Beck.

Roll Call Vote: Ayes: Marion Beck, Joyce Kellogg-Weaver and Keith Price.
Abstained: Eric Patterson.
Nays: Annette Turner.
Absent: Barbara Fields.

Motion Carried.

Holiday Closing: A motion was made by Trustee Kellogg-Weaver to adjust the policies on Holiday Leave (Policies 123 & 310) that when Christmas and New Years falls on a Friday, the Library will also be closed on Saturday and was seconded by Trustee Turner.

Roll Call Vote: Ayes: Marion Beck, Joyce Kellogg-Weaver, Eric Patterson, Keith Price and Annette Turner.
Absent: Barbara Fields.

Motion Carried.

Genealogy Convention: Trustee Turner would like to attend the International Black Genealogy Summit: Reconnecting Lost Links at the Allen County Public Library in Fort Wayne, Indiana on October 29 – 31, 2009. Once all the costs have been pulled together a phone poll can be taken, the Director can cut the checks and a vote can be taken at the next meeting to confirm the poll. Trustee Turner said she will handle her own transportation arrangements. Trustee Kellogg-Weaver and Price think they might also want to attend this conference and will let the Director know soon.

Trustee Price wants to know when conferences are available to all trustees ahead of time.

Trustee Kellogg-Weaver informed the board she will be gone October 8 – 22.

President Beck entertained the motion to adjourn the meeting. Trustee Patterson made the motion to adjourn the meeting and was seconded by Trustee Price.

Roll Call Vote: Ayes: Marion Beck, Joyce Kellogg-Weaver, Eric Patterson, Keith Price and Annette Turner.
Absent: Barbara Fields.

Motion Carried.