

HARVEY PUBLIC LIBRARY DISTRICT'S BOARD MINUTES
May 13, 2010

President Beck called the meeting to order at 6:20pm.

Members Present: Roberta Patterson, Joyce Kellogg-Weaver, Annette Turner and Marion Beck.

Absent: Keith Price, Eric Patterson and Barbara Fields.

President Beck would like to add an addendum to the agenda concerning the vacant Secretary's position.

Minutes of Previous Meeting

Trustee Kellogg-Weaver made the motion to approve the minutes from the April 8, 2010 meeting and was seconded by Trustee Turner.

Roll Call Vote: Ayes: Annette Turner and Marion Beck.

Pass: Roberta Patterson and Joyce Kellogg Weaver.

Absent: Eric Patterson, Roberta Patterson and Joyce Kellogg-Weaver.

Motion Carried.

Review of Bills and Accounts:

The Director announced that he had an additional bill for the mortgage from Harris Bank to include since it is due May 21, 2010 in the amount of \$22,056.30 making the new total \$63,931.49. Trustee Kellogg-Weaver made the motion to approve the March bills and was seconded by Trustee Beck.

Trustee Patterson arrived at 6:15pm.

Roll Call Vote: Ayes: Roberta Patterson, Annette Turner, Joyce Kellogg-Weaver and Marion Beck.

Absent: Keith Price, Eric Patterson and Barbara Fields.

Motion Carried.

Vacancy for Secretary of the Library Board of Trustees – President Beck would like to nominate Trustee Roberta Patterson for this position and was seconded by Trustee Turner.

Roll Call Vote: Ayes: Roberta Patterson, Annette Turner, Joyce Kellogg-Weaver and Marion Beck.

Absent: Keith Price, Eric Patterson and Barbara Fields.

Motion Carried.

Correspondence/Announcements:

Phoenix Public Library District would like to set up a meeting date to talk with our Board. After a discussion it was decided that June 2, 3 or 9 at 6pm is what the Director should present to the Phoenix Board.

President Beck announced that the Robbin's Library is giving her husband an achievement award from the Library on Saturday June 19, 2010 .

Trustee Turner announced that the Genealogy workshop was received very well and that they met again on Tuesday, May 11 and had a pretty good turn-out.

Trustee Price arrived at 6:32pm.

Director's Report:

Trustee Patterson asked about the shovel ready report and was informed that it still had not been announced and that the grant is leaning towards building new and not remodeling.

Reports of Trustees/Committees:

Building & Grounds: Trustee Price wants every Trustee to have a copy of the building manager's report. He would also like to know what work needs to be done ahead of time before bids/quotes are asked for.

Finance: No Report.

Planning: No Report.

Unfinished Business:

Long Range Plan – A date needs to set so we can finish the long range plan.

Approval to Policy Changes 303 & 307: Old policy 303 statement that needs to be amended – Eligibility shall be established by presenting at least two of the following with the address on it showing residency in the current communities served by the Harvey Public Library District on it.

New Policy Statement: Eligibility shall be established by presenting a current Illinois Driver's License or a current Illinois State ID with the Harvey Phoenix, or Dixmoor address on it. If you do not have either of those two (2) forms of IDs, ask to speak with a manager and bring with you at least two (2) of the following with the current Harvey, Phoenix or Dixmoor address on it...

Old policy 307 statement – DVD and Video Cassettes late fees \$5.00 per day.

New policy Statement: DVDs and Video Cassettes late fees \$2.00 per day.

Trustee Kellogg-Weaver made the motion to accept the changes to policies 303 & 307 and was seconded by Trustee Turner.

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

Motion Carried.

New Business:

Executive session will not be held as the staff member having problems did not show up.

Approval of Audit – O'Neil & Gaspardo's representative Mr. Mueller came to speak to the Board about the 2008-2009 audit. Overall the library is in good condition. Mr. Mueller went over several documents and answered any questions the Trustees had. The firm would like to see three accounts adjusted (Social Security, IMRF and Auditor) to make the books cleaner. President Beck would like for the Trustees to take a copy home and review it so it can be discussed at June's meeting.

Review of Policy 202 –Method & Criteria of Selection – This should be reviewed every two years. President Beck asked that this be tabled until the June meeting.

Trustee Kellogg-Weaver asked how vacation scheduling was doing and if she could have a monthly report on how employees were taking their vacation.

Trustee Price made the motion to adjourn the meeting and was seconded by Trustee Kellogg-Weaver.

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

Motion Carried.

Meeting adjourned at 7:28pm