

## HARVEY PUBLIC LIBRARY DISTRICT'S BOARD MINUTES

March 11, 2010

President Beck called the meeting to order at 6:00pm.

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

Absent: Eric Patterson and Keith Price.

### Minutes of Previous Meeting

Trustee Kellogg-Weaver made the motion to approve the minutes from the February 11, 2010 meeting and was seconded by Trustee Fields.

Roll Call Vote: Ayes: Barbara Fields, Annette Turner, Joyce Kellogg-Weaver and Marion Beck

Absent: Eric Patterson and Keith Price.

Motion Carried.

### Review of Bills and Accounts

President Beck questioned the purchase of computers in the amount of \$6,891.31 for Trustees. President Beck stated that this was not on the agenda and she felt it was done unlawfully. President Beck further stated that the purchase of a computer for each trustee is unnecessary, a poor use of library funds and she will be declining acceptance. After a lengthy discussion it was decided that the purchase would be put on next month's agenda, security software researched, a statement of responsibility drafted, and the issue would be voted on before they go out to Trustees. Trustee Kellogg-Weaver made the motion to approve the February bills and was seconded by Trustee Turner.

Roll Call Vote: Ayes: Barbara Fields, Annette Turner, Joyce Kellogg-Weaver and Marion Beck

Absent: Eric Patterson and Keith Price.

Motion Carried.

### Correspondence/Announcements

Thornton Township is having a breakfast on Saturday, March 13, 2010 at 10:30am in observance of Women's History Month.

Trustee Patterson arrived at 6:15pm.

The Genealogy presentation has been postponed until Sunday, April 18, 2010. Trustee Turner would also like to compliment the work that was done on the lobby bulletin board. President Beck agreed that we do have some talented staff here.

Trustee Price arrived at 6:18pm.

### Director's Report

Interviewing for the Youth Services Supervisor's position has begun and will be announced at the April meeting.

Harvey resident, Antonia McBride has been hired to a part-time position and the search is still open for a part-time clerk. Trustee Price inquired as to how the re-organization of the Director's office was going. The Director responded that it was about half finished.

### Report of Committees/Trustees

Finance: The discussion continued on the computers for Trustees for next month's agenda, setting up safeguards on these computers, and when a term is up whether the computer must be turned in or whether the trustee has an option to purchase the computer. There was discussion on Personal Property Replacement Taxes. The Library Director researched and found that the taxes are based on the law of 1977 and because we were not a

District then our money has to come through the City. The Director will be in contact with the City's comptroller explaining that we should get this money as soon as it comes in.

Buildings & Grounds: Trustee Price inquired on the recent theft of a laptop computer and wanted to know why the security cameras weren't working. The Director explained that a Microsoft update caused a crash on that particular server and it wasn't caught right away. The Trustees asked about the deductible amount the library has and was informed it was \$2500.00. Trustee Kellogg-Weaver asked the Director to look into purchasing a rider for thefts around \$1000.00. Michael Richardson, Technology Manager, was asked to come in and explain what happened when the server crashed. He informed the Trustees that this happens every once in awhile when Microsoft releases an update. The camera server is in the Building Manager's office and was checked every couple of days but now it is being checked every day. Trustees also asked if other libraries have security cameras. The Director thought that very few had them but he would check into this. Trustee Patterson also asked on the status of the shovel ready project. The Director informed them we have an old plan and we would need to get it updated. President Beck reminded the board that this would cost money. The Trustees would like the Director to get in touch with the Architect to update those plans and to get a definite answer on whether or not the front lobby wall is a load bearing wall.

Planning: No report at this time.

Unfinished Business:

We need to update our Long Range Plan. Please bring some input as soon as possible.

Update on the newsletter – We are still waiting to hear from the post office and the bulk rate status. The President would like all Trustees to submit a photo of themselves to the Director by Friday, March 19, 2010 so this could be included on the newsletter.

Trustee Patterson made the motion to go into executive session at 6:50pm to interview prospective trustee candidates and was seconded by Trustee Turner.

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

Motion Carried.

The regular session of the March 11, 2010 Board meeting resumed at 7:07pm.

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

President Beck opened the voting for the vacant trustee position.

Clara Lee: Joyce Kellogg-Weaver –no, Eric Patterson – no, Barbara Fields – no, Keith Price – yes, Annette Turner – no, and Marion Beck – yes. Ayes – 2 Nays – 4

Kelvin M. Pugh Jr.: Joyce Kellogg-Weaver – yes, Eric Patterson – no, Barbara Fields – yes, Keith Price – no, Annette Turner – no, and Marion Beck – no. Ayes – 2 Nays – 4

Roberta Patterson: Joyce Kellogg-Weaver – yes, Eric Patterson – yes, Barbara Fields – yes, Keith Price – yes, Annette Turner – yes and Marion Beck – yes. Ayes – 6

President Beck administered the oath to Trustee Patterson. Welcome to new Trustee Patterson.

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

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

Meeting adjourned at 7:16pm