

HARVEY PUBLIC LIBRARY DISTRICT'S BOARD MINUTES
November 10, 2011

President Turner called the meeting to order at 6:02pm.

Members Present: Barbara Fields, Roberta Patterson, Joyce Kellogg-Weaver, Annette Turner.

Absent: Keith Price, Marion Beck and Eric Patterson.

Minutes of Previous Meeting

President Turner made the motion to approve the minutes from the October 13, 2011 meeting and was seconded by Trustee Fields.

Roll Call Vote: Ayes: Barbara Fields, Roberta Patterson and Annette Turner.

Abstained: Joyce Kellogg-Weaver.

Absent: Keith Price, Marion Beck and Eric Patterson.

Motion Carried.

Review of Bills and Accounts:

Trustee Kellogg-Weaver made the motion to approve the month's bills and was seconded by Trustee Fields.

Roll Call Vote: Ayes: Barbara Fields, Roberta Patterson and Annette Turner.

Abstained: Joyce Kellogg-Weaver.

Absent: Keith Price, Marion Beck and Eric Patterson.

Motion Carried.

Announcements:

A letter and two checks were received from the Phoenix Public Library District. The letter was to inform the Harvey Public Library District's Board that they wish to terminate their contract as of June 30, 2012 and that they could no longer meet the monetary arrangements of the contract. The first check was for the first contract payment due November 1, 2011 in the amount of \$7,075.41 and the second check was their per capita payment in the amount of \$2,207.32. President Turner made the motion to accept the Phoenix Public Library District's termination of their contract as of June 30, 2012 as long as all monies owed are paid in full and was seconded by Trustee R. Patterson.

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

Absent: Keith Price, Marion Beck and Eric Patterson.

Motion Carried.

Director's Report:

The ad for the RFQs for an architect has been placed with the Sun-Times Media Group. The Citizen was unable to meet the deadline. It was not placed in the Standard as they wanted \$1000.00 for the ad. Our deadline for the architects to submit their RFQs is November 21, 2011. President Turner reminded everyone that early in the Spring would be a good time for the Trustee Retreat as all information could be looked over before the State grant is due.

President Turner presented the Director with a compliment stating that we are among the few libraries running in the black with no reduction of employees or hours. All Trustees applauded the Director.

President Turner appreciates everything the Director has done and is doing to keep the Harvey Public Library District in good shape.

Reports from Trustees/Committees:

Finance: No Report

Building & Grounds: Acknowledged the report to be submitted as is. President Turner would like the Building Manager to be present when possible to every program that the library has.

Planning: The committee is still collecting data.

Unfinished Business:

Long Range Plan: This needs to be worked on ASAP for the new building and state grant.

New Business:

Insurance – The library’s insurance is bought through a broker and our current policy is due to expire in December. The Director has gotten information from other companies and President Turner asked so that each Trustee could be well informed that they take the information home and read it. Tabled until December’s meeting

Contracts - The Gideon 300 Security Services’ contract is up and we need to get bids out as soon as possible. We are now paying month to month.

Photos – Please get yours done if you haven’t already.

Library Cards – Please update if expired and get one if you don’t have one.

Legal Representation regarding Referendum and Resolution – President Turner would like to have legal representation from a lawyer who specializes in library law and asked the Director to check who other libraries are using. A special meeting date to handle architects’ information and a lawyer was set for Tuesday, November 29, 2011.

New Location: Trustees were asked to look into the area across the street from the library as a new library location. We could then have a new building and do something else with the old one.

Fourth of July 2012: President Turner made a motion to rent a Fourth of July float for 2012 and was seconded by Trustee Kellogg-Weaver.

Roll Call Vote: Ayes: Barbara Fields, Roberta Patterson and Annette Turner.

Abstained: Joyce Kellogg-Weaver.

Absent: Keith Price, Marion Beck and Eric Patterson.

Motion Carried.

Tax Levy Ordinance: President Turner made the motion to accept the Tax Levy Ordinance 2011-5 with the increase of 103.5% and was seconded by Trustee Fields.

Roll Call Vote: Ayes: Barbara Fields, Roberta Patterson and Annette Turner.

Abstained: Joyce Kellogg-Weaver.

Absent: Keith Price, Marion Beck and Eric Patterson.

Motion Carried.

Employee Christmas Party: The Trustees agreed that the staff could have their Christmas Party where ever they want.

Audience Participation: of Harvey, sent a letter to a Trustee and named a staff member who she had a complaint about. Since this staff member was named, the matter is now a personnel situation and would have to be tabled until the December meeting when an executive session could be called.

James McDonough of Elgin was present to say his firm is ready and eager to build our new building.

Eric Martin of Ross Barney Architects is also interested in working on plans for the new building.

President Turner is the only Trustee with an email address on the website so this needs to be updated and the others email addresses added to the site. The Director was instructed to ask the person who works on the site to come to the next meeting.

Meeting adjourned at 7pm.