

HARVEY PUBLIC LIBRARY DISTRICT'S BOARD MINUTES  
December 13, 2012

President Turner called the meeting to order at 6:15pm.

Members Present: Barbara Fields, Roberta Patterson, Eric Patterson, Joyce Kellogg-Weaver, Annette Turner and General Counsel Dahal Jarad.

Absent: Keith Price and Marion Beck.

It was discussed again that if a Trustee could not attend a meeting either by being sick or on vacation that as long as the Board was notified in advance and it was approved by the quorum present that the Trustee could attend the meeting by phone. (Per page 66 of the current open meetings act as read by the attorney.)

Trustee K. Price arrived at 6:23p.

Approval of Minutes:

September 18, 2012 Special Meeting – After a discussion on the understanding of the increase to legal fees where the Board decided to increase legal fees by \$23,600 it was clarified that the increase was in case anything came up so it could be covered and that what was budgeted would not go over. Trustee Patterson made the motion to approve September 18, 2012 special meeting and was seconded by Trustee Kellogg-Weaver.

Roll Call Vote:

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

Abstained: Roberta Patterson.

Absent: Marion Beck.

Motion Carried.

November 8, 2012 Minutes – Trustee R. Patterson made the motion to approve the November 8, 2012 minutes and was seconded by Trustee K. Price.

Roll Call Vote:

Ayes: Barbara Fields, Keith Price, Roberta Patterson and Annette Turner.

Abstained: Eric Patterson and Joyce Kellogg-Weaver.

Absent: Marion Beck.

Motion Carried.

November 13, 2012 Special Meeting – An incident was discussed concerning Quality Alarm Company and the library's front door that was broken and the motion detector alarm did not go off. The contract renews itself every two years after the initial contract is over. The Library's attorney will check into this matter per the Board and the Director will get her the original contract date so she may proceed. The attorney will then get back to the Board. Trustee K. Price made the motion to approve the November 13, 2012 Special Meeting and was seconded by Trustee J. Kellogg-Weaver.

Roll Call Vote:

Ayes: Roberta Patterson, Keith Price, Joyce Kellogg-Weaver and Annette Turner.

Abstained: Barbara Fields.

Nays: Eric Patterson.

Absent: Marion Beck.

Motion Carried.

Approval of Bills:

President Turner made the motion to approve December's bills (November 1 – 30, 2012) and was seconded by Trustee Kellogg-Weaver.

Roll Call Vote:

Ayes: Barbara Fields, Roberta Patterson, Eric Patterson, Keith Price, Joyce Kellogg-Weaver and Annette Turner.

Absent: Marion Beck.

Motion Carried.

Correspondence / Announcements:

The Library will hold their Winter Open House on Monday, December 17, 2012 from 11a until 2p.

Report of Library Director:

A letter was received from Arthur Gallagher Insurance Company explaining why there was a large increase in the library's policy. Due to natural disasters and the economy everything went up.

This is the end of the first part of the board minutes of December 13, 2012 due to some malfunction of the digital recorder. Per the Director items that were approved include:

1. Approval of the Tax Levy Ordinance 2012-5
2. Approval of Insurance
3. Approval of the Annual Statement of Receipts and Disbursements
4. Approval of the 2013 Trustee Meeting and Holiday Dates.

Amended version from Secretary R. Patterson's notes:

Trustee E. Patterson left at 7:30pm.

Approval of 2013 Trustee Meetings and Holiday Dates: President Turner made the motion to approve the Trustee Meetings and Holiday Dates and was seconded by Secretary R. Patterson.

Roll Call vote:

Ayes: Barbara Fields, Roberta Patterson, Keith Price, Joyce Kellogg-Weaver and Annette Turner.

Absent: Eric Patterson and Marion Beck.

Motion Carried.

Approval of Hartford Insurance: Secretary R. Patterson made the motion to approve the Hartford Insurance contract and was seconded Treasurer Price.

Roll Call vote:

Ayes: Barbara Fields, Roberta Patterson, Keith Price, Joyce Kellogg-Weaver and Annette Turner.

Absent: Eric Patterson and Marion Beck.

Motion Carried.

Approval of Tax Levy Ordinance 2012-5: Treasurer Price made the motion to approve the tax levy ordinance 2012-5 and was seconded by Trustee J. Kellogg-Weaver.

Roll Call vote:

Ayes: Barbara Fields, Roberta Patterson, Keith Price, Joyce Kellogg-Weaver and Annette Turner.

Absent: Eric Patterson and Marion Beck.

Motion Carried.

Approval of the Annual Statement of Receipts and Disbursements:

Treasurer Price made the motion to go into executive session for the purpose of discussion vacation time and was seconded by Secretary R. Patterson.

Roll Call vote:

Ayes: Barbara Fields, Roberta Patterson, Keith Price, Joyce Kellogg-Weaver and Annette Turner.

Absent: Eric Patterson and Marion Beck.

Motion Carried.

Secretary R. Patterson made the motion to return to the regular session at 8:10p and was seconded by Trustee Fields.

Roll Call vote:

Ayes: Barbara Fields, Roberta Patterson, Keith Price, Joyce Kellogg-Weaver and Annette Turner.

Absent: Eric Patterson and Marion Beck.

Motion Carried.

Trustee R. Patterson made the motion to look for a recording secretary to take Board minutes and executive session minutes on Board meeting nights and was seconded by President Turner. A question arose if there was a spot in the budget for a stipend for this person. A vote wasn't taken as the Board decided all Trustees are to research this position. It was also discussed that an in-house HR person was needed to keep track of vacations and who's here and not here.

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

Roll Call vote:

Ayes: Barbara Fields, Roberta Patterson, Keith Price, Joyce Kellogg-Weaver and Annette Turner.

Absent: Eric Patterson and Marion Beck.

Motion Carried.

Meeting adjourned at 8:30p.