

HARVEY PUBLIC LIBRARY DISTRICT'S BOARD MINUTES

August 11, 2013

President Keith Price called the meeting to order at 6:01p.m.

Members Present: JoAnn Nesbitt, Joyce Kellogg-Weaver, Barbara Fields, Roberta Patterson, Keith Price, Library Director Sandra Flowers, Assistant Library Director Marie McFarland and General Counsel Christopher Clark.

President Price called each Trustee to find out what they wanted on the agenda and everyone responded except for Vice-President Fields who responded a day later. President Price understood what she wanted on the agenda and therefore would like to make the motion to amend the agenda to include addressing the issue of Trustee vacancies and to ratify the vote for President which took place during the last board meeting and was seconded by Treasurer Kellogg-Weaver.

Roll Call:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Barbara Fields, Roberta Patterson and Keith Price.

Motion Carried.

President Price made the motion to approve the previous month's minutes and was seconded by Treasurer Kellogg-Weaver.

Roll Call:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Barbara Fields, Roberta Patterson and Keith Price.

Motion Carried.

Treasurer Kellogg-Weaver made the motion to approve the month's bills and was seconded by President Price.

Roll Call:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Barbara Fields, Roberta Patterson and Keith Price.

Motion Carried.

Correspondence/Announcements: Vice-President Fields reminded everyone that we have until the 31st of August to close out any donations that might be given to Relay for Life. No other announcements or correspondence as per Secretary Patterson.

Library Director's Report: Weeding is still on going and the Young Adult section is shaping up. Painting will hopefully be done by next month. New programs are being developed such as senior movies, adult jewelry class, and a spoken word event in October (date not set yet), resume writing and line dancing. Treasurer Kellogg-Weaver wanted to know what day and time the senior movie would be on and she was informed it would be on a Wednesday at 1pm. President Price asked that every event the library has can be sent to the community assess channel so it get out to the public. The Director also informed the Board of the Annual Library Fest which will co-inside with Library Card Sign-up Month. We will have a bouncy house, snow cones, face painting, food and a table to sign-up for a library card. T-shirts will be given to staff and Trustees so they will be easily identified. Treasurer Kellogg-Weaver asked if we were going to the schools to get parents to sign up for cards and she was informed that we were and usually when the school had their open house. Book bags will be available to the Trustees to give out to the children who attend the

Library Fest. The Director also informed the Board that she was contacted by Jay Kalman asking when he could get his clocks. All his paperwork was signed and this is the last item he has here. The storage unit has been rented and we will be moving tables and other items into it. President Price asked how this was being done and was told Richard has a truck and he will be helping with the move. President Price said that a few of the Trustees had trucks and they might help so the move could be done all at one time.

Report of Trustees/Committees:

Finance: Submitted as written.

Policy: No meeting was scheduled.

Building and Grounds: The proposals gotten for the parking lots were gotten but the estimates were for tearing out and building new and all that is needed is proposals for restriping.

Unfinished Business: The date for the Poetry event has not been set. We are waiting for the high schools to begin and then we will get in touch with teachers and get a date set and then we will notify the Board.

Setting of Committees: President Price would like to leave the committees the way they are until the two vacancies are filled. Just as a reminder – Policy is Barbara Fields and Roberta Patterson, Finance is Joyce Kellogg-Weaver and JoAnn Nesbitt and Building & Grounds is Joyce Kellogg-Weaver and Keith Price.

Parking lot was previously discussed.

Old Business: This was amended at the beginning of the meeting to address the two vacancies and to ratify the vote that was taken at the previous meeting to re-organize the Board. Two letters were sent out to the families of Beck and Turner on the two vacant positions declaring them open. The next step is to set a date to begin the process of acquiring applications, letters of why the individual would be an asset to the Board and setting a date to interview the applicant. Statements of economic interests can be filed after the new member has been selected. If the letter aren't returned, the families will need to be called and informed of the situation. President Price would like to Board to return to its seven members as quickly as possible.

President Price made the motion to ratify the vote that occurred at last month's meeting to re-organize the Board and was seconded by Treasurer Kellogg-Weaver.

Roll Call:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Barbara Fields, Roberta Patterson and Keith Price.

Motion Carried.

New Business: Tax Program – President Price would like to see the tax program here again. He has talked to Mr. Sartino at the Credit Union on this matter. Trustees reminded him that the parking was bad and patrons complained and that all patrons using this service were not from Harvey. According to the Lawyer it is ok for the library to post signs and there should be no problems. A sign can also be posted about which door to enter from. President Price made the motion to allow the tax service back with all stipulations met and was seconded by Treasurer Kellogg-Weaver.

Roll Call:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Barbara Fields, Roberta Patterson and Keith Price.

Motion Carried.

Discussion of new library building (shovel ready) - President Price would like the attorney to look into this matter. Materials shown to the Board at the beginning were never corrected and reshown. This was all based on \$16 million dollars. We asked for changes to be brought back to us and that has never happen. With the loss of two Trustees and the library director we need to look into this again. The grant was submitted under the premise that the building was to be built on this location. The lawyer was asked to explain what shovel ready is and his response was this it is a project that is beyond the planning stages and is ready to be performed. Our site right now is a shovel ready project because all report submitted were based on this site. Right now we are sitting at position #34 and not #3 as was suggested. The lawyer has been in contact with the State Library and we could be sitting at position #26. "Trust but verify" is what the lawyer is doing. The board needs to look for sites and President Price is waiting on a friend to bring him papers from the South Holland Recreation Center to look at and that project didn't cost \$16 million. When he gets them the Board can also look at them. Our issue right now is finding land. Treasurer Kellogg-Weaver reminded the Board that we only used this site because we needed to get everything ready for the grant. After a discussion about looking for land, the size and what has been found the lawyer informed the Board that he is working with the Director and if any sites are found give the details to her and she in-turn will give the information to him to do property searches. Secretary Patterson suggested a place off Vincennes Ave. Also one by 155th but that one is zoned industrial.

Youth Services Management – To be discussed in executive session.

Annual Report – We need the President's and the Secretary's signature on the Annual Report.

A question came up on the viewing of the tentative budget and President Price said it is not to be copied but it is to be viewed. He would like it posted in a binder and place at the front desk so patron can look at it. It is not to be copied or written on. The lawyer affirmed that is only for inspection and viewing.

Audience Participation: Mr. Woodrow Nunn, 15521 Vine, Harvey, on the new building was there a memorandum of understanding that the Board executed in relation to the people who are coming in and showing you different diagrams of drawings of what the new building would look like. Because one of the concerns voiced was that you were not going to let someone look at this design and have someone else do it or put it out for bid. President Price informed Mr. Nunn that was never done and we have never signed anything with anyone on the memorandum of understanding or a non-disclosure agreement.

Ms. Shantay Hall, was glad to see the changes that are going on and likes them. She also did tutoring here over the summer and would like to suggest we need more electrical outlets. Director asked her to be patient a little longer because that is in the works. The Director asked the Board if we could compensate her for her volunteering over the summer. Treasurer Kellogg-Weaver said that the Board could not do this since she was volunteering. At other libraries parents will pay the tutor for her time. President Price said this is something he would like to see at the library.

Ms. Mary Versay, 15517 Honore, Harvey, likes the new chairs and had some concerns about the new library. President Price assured her that the Board would doing everything possible to make the library a good place for everyone.

President Price made the motion to go into executive session at 7:17pm to discuss employment and was seconded by Secretary Patterson.

Roll Call:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Barbara Fields, Roberta Patterson and Keith Price.

Motion Carried.