

HARVEY PUBLIC LIBRARY DISTRICT'S BOARD MINUTES

OCTOBER 14, 2013

President Price Called the meeting to order at 6:00pm.

Roll Call Vote:

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

Absent: Barbara Fields

MINUTES OF PREVIOUS MEETING

President Price made a motion to approve the minutes from the previous meeting and was seconded by JoAnn Nesbitt.

Roll Call Vote:

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

Absent: Barbara Fields

Motion Carried.

President Price made a motion to amend the agenda to add close out so that the Board of Trustees could seat the newly appointed trustees and was seconded by Trustee J. Kellogg-Weaver.

Roll Call Vote:

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

Absent: Barbara Fields

Motion Carried.

President Price stated that the agenda now under number three should reflect the close out of the meeting and the starting of a new meeting.

APPROVAL OF BILLS AND REVIEW OF ACCOUNTS

President Price asked if there is any motion for approval of bills.

Trustee J. Kellogg- Weaver made the motion to approve the bills for the month of October and was seconded by Keith Price.

Roll Call Vote:

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

Absent: Barbara Fields

Motion Carried.

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

Roll Call Vote:

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

Absent: Barbara Fields

Motion Carried.

Trustee Nesbitt states the financials as stated.

#### UNFINISHED BUSINESS

President Price withdrew the motion and stated that the motion is so that the board could closeout old business and was seconded by Trustee Nesbitt.

Roll Call Vote:

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

Absent: Barbara Fields

Motion Carried.

President Price called the meeting back to order at 6:04pm so that Trustee Wiley and Trustee Ali could take their seats and was seconded by Trustee Patterson.

Roll Call Vote:

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

Absent: Barbara Fields

Roll Call Vote:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Roberta Patterson, William Wiley, and Keith Price.

Absent: Barbara Fields, Yassim Ali

Motion Carried.

The Board is now in regular session with newly appointed Trustees in their seats.

#### CORRESPONDENCE/ ANNOUNCEMENTS

President Price asked if the trustees had any correspondence or announcements and there was none at the time.

#### REPORT OF THE LIBRARY DIRECTOR

Director Flowers stated that there is a trustee day luncheon at Navy Pier with Merri Dee discussing her recent book:

Life Lessons on Faith Forgiveness and Grace.

Mr. Crudup is in the last stage of painting. The three panels at the back wall in the adult fiction area is the final step. Mr. Crudup will tackle one panel at a time due to the fact that books have to be removed and shelving taken down in order to paint the back wall.

Summer employment was extended to October 18, 2013.

Line dancing program was extended 4 more weeks and is scheduled to end on Tuesday November 5, 2013. The Patrons of the community really loved the program and ask the trustees if the program could continue.

After a discussion between the Trustees they decided to charge a fee for the Line Dancing program. Patrons will be charged a \$5.00 fee for every session that a patron attend when line dancing.

Trustee J. Kellogg-Weaver wanted the patrons that attended the Line Dancing Program to know the library provided 8 free weeks of the Line Dancing.

President Price wants a print out of all monies coming into the library that's collected from Computers, Printers, Pettycash, etc....

Trustee J. Kellogg-Weaver stated that once upon a time the trustees actually received printouts when they had an accountant employed at the library. After the accountant left the Board stopped receiving the information.

Open Mic program was a success on Friday October 4, 2013 several patrons from the community came out and expressed themselves through poems, songs, spoken word, and dance. Trustee Roberta Patterson and Trustee J. Kellogg-Weaver attended the program.

Trustee R. Patterson and Trustee J. Kellogg-Weaver stated that the program was a success.

The Board of Trustees agrees to levy the taxes at 4.00%.

President Price states that we need to exercise our

Eminent Domain powers of the 1<sup>st</sup> lot of Bob Watson between Broadway and Center Street. President Price states that the attorney needs to look into that information.

Director flowers informed the Board that the Truth and Taxation is due to be filed before December 31, 2013.

President Price states that he is against 4.99% because if it goes to 5.00% it has to be put on the ballot for the citizens to vote.

President Price stated that it is at the pleasure of the board.

Trustee Patterson wanted to know what percentage the board approved the last time. Trustee Patterson stated that the Board voted on 3.50% last time and the board should agree to do 4.00% due to fact that we are trying to build a new building.

Trustee Wiley asked if it was successful last time when the Board went with 3.50%.

Trustee Wiley stated that we are giving a service at the library and that the children are getting the tax dollars back through programming. Trustee Wiley stated that 4.00% is appropriate due to all the services we give at the library.

Trustee Patterson asked the Attorney what was his suggestion and he states that it is the pleasure of the board.

Trustee J. Kellogg-Weaver states that she is in agreement with whatever the board as a whole decides.

Director Flowers stated that she have audit proposals for the trustees review. The board must start the selection process so that we can get started on the Audit for 2012-2013., HPLD need to ask the auditor to file an extension with the State, so that we won't receive any more fines.

Director Flowers stated that she has 2 audit proposals for the board's review. William Lau she worked with before and Knuttle & Associates is a random pick.

Trustee Patterson wanted to know which auditor we used in the past.

President Price stated that O'Neil & Gaspardo was the auditor that we used in the past and they know the HLPD's finances well.

The board decides to keep the same auditor that we have used in the past.

Director Flowers states that the Per Capita Grant is completed and was sent out on October3, 2013.

Directors Flowers informed the board that HPLD is 3rd on the Public Library Construction Act Grant Carry Over Project. She states that there is no funding available at this time but as soon as funds become available we are 3<sup>rd</sup> on the list.

Trustee Price states that the library will be ready when the funds become available. President Price states that it will take 30-to-60 days to secure land. President Price also states that the location that was once Bob Watson dealership is a great location and that it is located near the main thoroughfare and four schools are nearby.

The Trustees discuss the plans for the new building

Director Flowers discuss the freegal program in which the total cost of the program will be 5600 for Movies, Music, and Ebooks.

The Trustees are concerned about the cost and has asked the director to do a cost analysis on the DVD, Music, and Ebooks. The freegal program was tabled until the Director Flowers gives the board a cost analysis on the materials in question.

Trustee Patterson wants to know is there a way that we can charge patrons for the Freegal program, she asked Director Flowers to find out.

#### REPORT OF THE TRUSTEES/COMMITTEES

Trustee j. Kellogg-Weaver stated that she went to the Open Mic Program and it was wonderful. Trustee Weaver states that the only thing that she would like to see is the theater livened-up. She has already given instruction to move that stuff out of the theater and asked Director Flowers to get a price on a collapsible floor. Trustee J. Kellogg Weaver states that she set in back of the program and was unable to see the little people perform so she has instructed Director Flowers to put the seating in a circle and put performers in the middle so that the audience can see. Walls need to be livened-up, theater walls are too dark.

Trustee Patterson report 2 programs spoken word and line dancing programs that have just been implemented and that she is very impressed with the African Americans that spoke very literate and intelligent. Trustee Patterson states that the spoken word program was spectacular and she was very proud of the performers. Trustee Patterson states that the line dancing program is also a success and that a lot of seniors attend the program and that all ages are there. Trustee states that this program is very good for exercising and that HPLD have the performers sign a

waiver that the library is not responsible for any damage due to health problems. However, the library will call 911 if an accident occurs and that the library does not administer CPR. Trustee Patterson invites all of the trustees to come out and checkout the Line Dancing and Open Mic Program. The Line Dancing Program has been extended for 4 more weeks and that the male Trustees should come and participate in the program.

The Attorney Christopher Clark wants to know that the library is covered under the insurance of the waiver. The attorney would like to see a copy of the Line Dancing Program Wavier.

#### UNFINISHED BUSINESS

Attorney Christopher Clark states that we are 3<sup>rd</sup> on the carry Over Project list. There are no funds available as of this moment. The attorney needs the Board of Trustees to choose a site to build the new library. Attorney Clark states that we have eminent domain power and that he was in the process of checking on properties sounding the existing library.

President Price states that he has concerns that it will get costly tearing down existing properties.

After careful discussion between the board and the attorney the trustees decide to check on the eminent domain powers for the property in question the old Bob Waston Facility.

Attorney Clark advised the Board to table the salary and classification until executive session.

The resolution to amend bylaw article 2, section 3 was accepted by the board and signed by the president and the secretary.

#### NEW BUSINESS

President Price made a motion to approve the FOIA Amendment and Firearms Weapons Policy per Attorney stated the President and was seconded by Trustee Patterson.

Roll Call Vote:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Roberta Patterson, William Wiley, and Keith Price.

Absent: Barbara Fields, Yassim Ali

Motion Carried.

Christmas Party will be held at the Harvey Public Library District with entertainment from the Brooks Jazz Band if available. The Party will be December 7<sup>th</sup> at 6:00pm until.

Tashawna Ellen gave a brief analysis about the program in which she discussed the possible tutoring program through EEE (Empowerment, Education, and Exposure). EEE provides a variety of services for youth. Math and Reading is provided for grades 1<sup>st</sup> thru 4<sup>th</sup>. It is a federally funded program thru SES(SUPPLEMENTAL EDUCATIONAL SERVICES) this program is only offered in Illinois. Parents would need to get a registration form through the schools and return forms back to the schools and the schools will select the students. The schools can deny children at their discretion. EEE will like to partner with HPLD to use the library as a tutoring site.

President Price states that the library will only be used as a site.

Tashawna states that there will be no cost to the library and they will supply all of their materials.

#### AUDIENCE PARTICIPATION

Jerelene Harris is a Harvey resident and addresses the board. Jerelene Harris would like to thank the board for allowing her to submit an application for the vacant trustee position and that she just wanted to come in and thank the board members and the Director Flowers for the opportunity. However, she never received a letter stating that the candidates were chosen.

President Price states that he is a witness and that the Director was stuffing the envelopes as he entered her office.

Trustee J. Kellogg-Weaver asked the Director if the mailed was sent out certified.

Director Flowers stated the she had her administrative assistant mail them the regular way.

Trustee J. Kellogg Weaver stated that any type of important letters be sent out by certified mail.



Resident Jerelene Harris wanted to know about item 3 on the agenda if residents could review accounts and bank statement and bills from the HPLD.

President Price tells resident Jerlene Harris that she could submit a freedom of information request for whatever information that she wants to Director Flowers. President Price told Ms. Harris that only certain information can be reviewed and this information is not like the annual budget.

Resident Jerelene Harris wanted to know if there was a charge for reviewing this information.

President Price states that it depends on how much information that you are trying to review.

Resident Jerelene Harris wanted to know if she could just review without getting copies made.

Trustee Wiley states that she would still have to submit a freedom of Information Request.

Resident Jerelene Harris would like to congratulate Trustee William Wiley on his newly appointed Trustee position.

President Price thanked the citizens of Harvey for coming out.

President Price made a motion to go into executive session at 7:14pm

Roll Call Vote:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Roberta Patterson, William Wiley, and Keith Price.

Absent: Barbara Fields, Yassim Ali

Motion Carried.

President Price made a motion to enter back into regular session at 9:02pm

Roll Call Vote:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Roberta Patterson, William Wiley, and Keith Price.

Absent: Barbara Fields, Yassim Ali

Motion Carried.

Employee B is to be given medical benefits as of January 1, 2014

President Price made a motion to give employee B medical coverage as of January 1<sup>st</sup> 2014 and is seconded by Roberta Patterson.

Roll Call Vote:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Roberta Patterson, William Wiley, and Keith Price.

Absent: Barbara Fields, Yassim Ali

Motion Carried.

President Price made a motion for employees A, C, D, E, and F all be addressed in the manner in which the board discussed in executive session and was seconded by Trustee Patterson.

Roll Call Vote:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Roberta Patterson, William Wiley, and Keith Price.

Absent: Barbara Fields, Yassim Ali

Motion Carried.

Trustee J. Kellogg-Weaver states what day will this go into effect.

President Price states immediately after the packets are put together.

President Price made a motion to adjourn the meeting.

Roll Call Vote:

Ayes: JoAnn Nesbitt, Joyce Kellogg-Weaver, Roberta Patterson, William Wiley, and Keith Price.

Absent: Barbara Fields, Yassim Ali

Motion Carried.

Meeting adjourned at 9:18pm.

