



Harvey Public Library District's Board Meeting Minutes

October 12, 2017

Board Meeting

CALL TO ORDER

President Patterson called the meeting to order at 6:31pm.

ROLL CALL

Members Present: Mauzkie Ervin, Jerlene Harris, Tamika Price,
William Whitaker, and Roberta Patterson

Absent: Barbara Fields and JoAnn Nesbitt

APPROVAL OF LAST MONTH'S MEETING MINUTES

Trustee Harris asked, why can't the audience see the budget on the overhead projector?

President Patterson states that the tentative budget had not been approved yet so the audience couldn't review it at that time.

Treasurer Whitaker made a motion to approve public hearing meeting minutes for September 14, 2017 and was seconded by Secretary Price.

Roll Call Vote:

Ayes: Mauzkie Ervin, Jerlene Harris, Tamika Price, William Whitaker,
and Roberta Patterson

Nays:

Abstain:

Absent: Barbara Fields and JoAnn Nesbitt

Motion Carried.

Trustee Harris states for a matter of record that she will like a letter and amount of the donation(s) that were made to HPLD for the Breast Cancer Awareness Brunch.

Treasurer Whitaker made a motion to approve board meeting minutes for September 14, 2017 and was seconded by Secretary Price.



Roll Call Vote:

Ayes: Tamika Price, William Whitaker, and Roberta Patterson

Nays: Jerlene Harris

Abstain:

Absent: Mauzkie Ervin, Barbara Fields, and JoAnn Nesbitt

Motion Failed.

APPROVAL OF BILLS AND REVIEW OF ACCOUNTS

Treasurer Whitaker made a motion to approve bills and review of accounts from the September 14, 2017 meeting and was seconded by Secretary Price.

Roll Call Vote:

Ayes: Mauzkie Ervin, Tamika Price, William Whitaker, and Roberta Patterson

Nays: Jerlene Harris

Abstain:

Absent: Barbara Fields and JoAnn Nesbitt

Motion Carried.

CORRESPONDENCE/ANNOUNCEMENTS

Trustee Harris states for a matter of record that she is handing Director Flowers a request for a FOIA of the comic books in storage.

President Patterson states that the comic books are on the agenda as an action item.

Treasurer Whitaker thanked Director Flowers and staff for the library's presence at the open house at the beginning of the school year at the school district.

REPORT OF TRUSTEES/COMMITTEES

A. Building & Grounds

Trustee Ervin states that he donated his time to HPLD doing some landscaping. He states that it was phase one (1) of the project.

B. Finance

Treasurer Whitaker states that he has a meeting setup with the Department of Community Planning at Cook County and with Chicago Community Trust coming up. He states that he will like for the director or someone that she appoints to go with him to try and persuade them to give more money or allow the district to apply for more money. Treasurer Whitaker states that he will get with the director to see what they can setup.



C. Planning & Development

Secretary Price states that she will like to thank Ms. Thomas for coming out to the Planning Committee discussion that was held. She states that there were other panelists there, Pastor Smith of Bethlehem Temple, the principal of Thornton High School, and two (2) other residents-Mr. Vhorra and Mr. Peterson. Secretary Price states that Principal Ratliff committed to sending students to the library and thanked Ms. McBride for giving a tour of the library.

1. Approval of Planning Committee Meeting Minutes

Trustee Ervin made a motion to approve the Planning Committee meeting minutes for August 30, 2017 and was seconded by Treasurer Whitaker.

Roll Call Vote:

Ayes: Mauzkie Ervin, Tamika Price, William Whitaker, and Roberta Patterson

Nays: Jerlene Harris

Abstain:

Absent: Barbara Fields and JoAnn Nesbitt

Motion Carried.

TREASURER REPORT

General Fund-Estimated Amount \$143.69
Gift Account-Estimated Amount \$5,598.08
Special Reserve Account \$22.46
Vendor Account \$52,946.32
Expense Account \$4,249.55
Youth Services Account \$100.00

REPORT OF LIBRARY DIRECTOR

WHAT IS HAPPENING IN THE LIBRARY

DMV will set-up a mobile station in the library on October 27, 2017 from 10am-2pm.

BANNED BOOK WEEK

HPLD celebrated the freedom to read by promoting and advertising banned books. This program was celebrated September 25, 2017 through October 1, 2017.

ANTI-BULLYING MONTH

HPLD celebrated Anti-bullying month. Staff was able to participate in programming that educated youths on bullying awareness.



FOOD FOR FINES

November is the month in which we start our Food For Fines Program. The program will run the month of November. The food collected will be donated to Thornton Township Holiday Food Basket program. Distribution of baskets will begin the week of November 20, 2017 and the collection of food will be needed no later than November 10, 2017.

BREAST CANCER AWARENESS MONTH

October is Breast Cancer Awareness Month and HPLD will be hosting our Second Annual Breast Cancer Brunch & Learn. Program date will be October 27, 2017 from 12:00pm until 2:00pm. HPLD is also celebrating Breast Cancer Month with our patrons by playing games and giving out questionnaires for a chance to win a prize.

AUDIT 2016/2017

HPLD is preparing to start the audit once the auditing firm is selected.

OLD BUSINESS

A. Discussion of Charging Non-Residents for Various Library Programs (*Discussion*)

After a brief discussion the board of library trustees decided to table this agenda item until the next regularly scheduled board meeting and this agenda item will be placed back on agenda as an action item.

B. Audit Proposals (*Action*)

Attorney Jarad states that the proposal from the audit company that was given to the board of trustee's completion date is some time in February 2018 and that's past the deadline for HPLD to file its audited financial statements. She suggests that the board approve the proposal contingent on language on the proposal that the audit must be completed before the January 2018 board meeting. Attorney Jarad states that if the audit company doesn't accept the completion date the only other option will be to go with the auditing company the district already have.

After a lengthy discussion the board of library trustees decided to table this agenda item until next board meeting.

Trustee Ervin made a motion to approve the proposal submitted by Lauterbach & Amen, LLP contingent on their agreement to amend page seventeen (17) of their proposal so that drafts would be performed on or before January 8, 2018 and audits completed on or before January 24, 2018 and was seconded by President Patterson.

Roll Call Vote:



Ayes: Mauzkie Ervin, Jerlene Harris, Tamika Price, William Whitaker, and Roberta Patterson

Nays:

Abstain:

Absent: Barbara Fields and JoAnn Nesbitt

Motion Carried.

C. Discussion of Sale or Disposition of Personal Property of HPLD Deemed No Longer Necessary or Useful-Comic Books (*Action*)

After a lengthy discussion the board of library trustees decided to table this agenda item until next board meeting.

Trustee Harris states that she will like to do a physical inventory on the comic books.

NEW BUSINESS

A. Request for Change in Computer Fees (*Discussion*)

After a brief discussion the board of library trustees decided to table this agenda item and place it on next month's meeting agenda as an action item.

B. Donating/Sale Items in Storage Unit (*Discussion*)

After a brief discussion the board of library trustees decided to table this agenda item and place it on next month's meeting agenda as an action item.

C. Defining Residency and Special Borrowers (*Discussion*)

After a brief discussion the board of library trustees decided to table this agenda item and place it on next month's meeting agenda as an action item.

AUDIENCE PARTICIPATION (Remarks Limited to 3 Minutes)

Ms. Donahue asked, what were the reason so many auditing firms declined to work with HPLD?

Director Flowers states that most of the companies already had heavy workloads and wasn't accepting anymore clients at the time the RFP's were sent out.

Ms. Donahue asked for the date and time that Seldon Fox were contacted.

Director Flowers states that Seldon Fox never responded to any correspondences.

Ms. Donahue passed out fliers for a free dinner at South Suburban College on December 9, 2017.

Ms. Thomas asked, if the board decides to donate the items in storage why the items can't be donated to one (1) of the local libraries (Robbins or Dixmoor) that are starting up their libraries?



Mr. Wiley asked, when did HPLD lose its bond rating and why? He also asked, why wasn't the audits done on time, they were caught up when he left office.

President Patterson states that it was in 2016 and the audit wasn't submitted in a timely manner.

Mr. Wiley asked, what's going on with the comic books because the board has been talking about it for two (2) years now?

President Patterson states that the board is about to make a decision on the comic books and have a solution.

Mr. Wiley states that Trustee Harris mentioned his name, he states that he donates a lot to HPLD. Mr. Wiley states that he will sue Trustee Harris for making statements like she did.

Mr. Price states that when he was a trustee all the audits were up to date. He states that the present board talks about what happened with the previous board and not taking care of the business that they should be going forward. Mr. Price states that when people want to look up things on other people they should look in the mirror. He states that he feels sorry for Director Flowers because no one is following protocol contacting her instead of President Patterson.

Ms. McBride states that not only is she a staff member at HPLD but she's also a concerned citizen of Harvey. She states that there has been a number of issues raised and she will like to address them so there's clarity.

Ms. McBride states that the administrative team works really hard to make sure that they're spending money responsibly. She states that she moved HPLD programming to where we were paying people to come in, now programming is free. Ms. McBride states that every adult program has sign-in sheets, she states that the patrons mark whether they're residents or non-residents.

ADJOURNMENT

President Patterson made a motion to adjourn the meeting at 8:50pm and was seconded by Trustee Harris.

Roll Call Vote:

Ayes: Mauzkie Ervin, Jerlene Harris, Tamika Price, William Whitaker, and Roberta Patterson

Nays:

Abstain:

Absent: Barbara Fields and JoAnn Nesbitt

Meeting Adjourned.