

HARVEY PUBLIC LIBRARY DISTRICT

MEETING MINUTES October 8, 2020

Regular Board Meeting

AGENDA

The Board of Trustees conducted its Regular Library Board of Trustees Meeting remotely as authorized by the Governor's Executive Order 2020-07, as extended by Executive Orders 2020-39 issued on May 29, 2020 and 2020-44 issued on July 24, 2020 and the Attorney General's Guidance to Public Bodies during the COVID-19 Pandemic. The Board President, having determined that an in-person meeting is not practical or prudent given the Governor's new Disaster Declaration issued on July 24, 2020 (Executive Order No. 2020-44), a quorum of Board members will not be physically present for the meeting but will instead be participating remotely via an online virtual meeting platform. At least one member of the public body or the Interim Director will be physically present at the regular meeting location.

In lieu of in-person public comments, members of the public may submit written public comments in advance of and during the meeting via email to the Interim Director at amcbride@harvey.lib.il.us. A link to the Interim Director's email address is also available directly on the District's website. All public comments will be read aloud by the Interim Director during the public comment portion of the meeting as designated on the Agenda.

Call To Order: 6:31PM

Roll Call

Present: Trustee Mauzkie Ervin, Trustee Jerlene Harris, Secretary Charwana Morgan, Treasurer JoAnn Nesbitt, Vice President Tamika Price, President Roberta Patterson

Absent: Trustee William Whitaker

President Roberta Patterson explained the absence of Interim Director Antonia McBride. Manager of Youth Services & Reference, Kim Peake, sat in place of McBride for the Regular Board Meeting.

APPROVAL OF MEETING MINUTES (SEPTEMBER 2020)

President Roberta Patterson called for a motion to approve meeting minutes. Trustee Mauzkie Ervin made the motion to approve September 10, 2020, meeting minutes and was seconded by Secretary Charwana Morgan

ROLL CALL VOTE:

Ayes: Mauzkie Ervin, JoAnn Nesbitt, Tamika Price, and Roberta Patterson

Nays: Harris

Abstain: Secretary Charwana Morgan

Motion Carried

REVIEW OF ACCOUNTS & APPROVAL OF BILLS

Vice President Price asked if classes are on YouTube or onsite. Kim Peake stated they are outdoors and does not hold class in the building. Trustee Harris asked if patrons are charged for the class and requested a copy of a sign-in sheet.

President Patterson called for a motion to approve accounts and bills. Secretary Charwana Morgan made the motion to approve bills and was seconded by Trustee Mauzkie Ervin.

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ROLL CALL VOTE:

Ayes: Ervin, Morgan, Nesbitt, Price and Patterson

Nays: Harris (Due to lack of invoices from Attorney Jarad)

Abstain:

Motion Carried

Patterson made the announcement to table the following (1) Receipts and Disbursements FY 2019-2020 and (2) Office Equipment New Contracts.

Patterson made a motion to table the two items and was seconded by Ervin.

Interim Director, Antonia McBride entered the meeting via phone.

ROLL CALL VOTE:

Ayes: Ervin, Harris, Morgan, Nesbitt, Price, and Patterson

Nays:

Abstain:

Motion Carried

CORRESPONDENCE & ANNOUNCEMENT

Harris announced the ability to obtain free advertising for upcoming events at Shoppers newspaper. She also mentioned online programs should be more challenging for children and teens.

REPORT OF TRUSTEES/COMMITTEES

- a. BUILDINGS & GROUNDS: No report
- b. FINANCE: No report
- c. PLANNING & DEVELOPMENT: No report

REPORT OF THE TREASURER

FIRST MERCHANTS

SEPTEMBER 1 - 30, 2020

Account:	X5775	Account:	X5767
Beginning Balance:	\$666,325.28	Beginning Balance:	\$25,500.98
Withdrawals:	\$69,801.93	Withdrawals:	\$0.00
Deposits:	\$8,063.68	Deposits:	\$528.00
Ending Balance:	\$604,587.03	Ending Balance:	\$26,028.98

Account:	X0863
Beginning Balance:	\$3,114.29
Withdrawals:	\$0.00
Deposits:	\$5,000
Ending Balance:	\$8,114.29

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ILLINOIS FUNDS

SEPTEMBER 1 - 30, 2020

Account	X5535 (General Fund)	Account	X3106 (Gift Account)
Beginning Balance	\$41,765.88	Beginning Balance	\$5,886.60
*Deposits	\$23,017.59	Purchases/Withdrawals	0
Ending Balance	\$41,770.26	Ending Balance	\$5,887.21
*Per Capita Grant 2020		Interest Gain	\$0.61

Account X1100 (Special Reserve Fund)

Beginning Balance	\$22.52
Purchases/Withdrawals	0
Ending Balance	\$22.52

REGIONS BANK SEPTEMBER 30, 2020

Project Funds:	\$508.01
Tax Escrow	\$488,115.49
Debt Service Reserve	\$625,974.69

REPORT OF THE INTERIM DIRECTOR

NOTE: A formal report was not available. President Patterson announced the death of McBride’s mom, but also provided a brief description of some points McBride shared via email prior to the October 8, 2020 meeting.

- Applied for FEMA \$3,000 grant to help cover costs of PPE and COVID-19 related cleaning supplies
- Conducted additional research on healthcare insurance
- Worked with Illinois Tax Revenue Department and AT&T regarding outstanding balances.

OLD BUSINESS

Employee Health Benefits

According to information from McBride, the most cost effective for the District and employees is a 80/20 split of health benefits as part of a contract with the City of Harvey through BCBS. Harris asked about the \$26,000 balance due to CMS consortium which the District was apart in past years. McBride stated in order to return to CMS, the \$26,000 would need to be paid before re-entering and the monthly cost was more expensive than working with the City of Harvey. Trustees Patterson and Harris agreed that the interim should negotiate a re-payment plan with CMS.

After no further questions, Patterson made a motion to approve employees’ health benefits.

ROLL CALL VOTE:

Ayes: Ervin, Nesbitt, Price, and Patterson
Nays: Harris
Abstain:
Motion Carried

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NEW BUSINESS

1. Ordinance for the Levy & Assessment of Property Taxes for the Fiscal Year July 1, 2020 – June 30, 2021

Financial Advisor James Rachlin participated in the meeting, explaining the levy should match with the Budget and Appropriation passed in August. The levy is presented to and approved by the Board annually. Numbers are maximum amount allowed to be levied without a need for Truth in Taxation hearing. 22% loss in collection should allow the District to capture additional monies for a TIF that may expire this year. Patterson pointed out that the numbers do not all match the budget. After updates and recalculations, the levy will possess corrected information before filing with Cook County.

After the reading of the levy by Peake and no further questions, Patterson called for a motion to accept the levy 2020-OR-04 for fiscal year 2020, ending June 30, 2021. Ervin made the motion to adopt Levy 2020-OR-04 July 1, 2020 – June 30, 2021 and was seconded by Nesbitt.

ROLL CALL VOTE:

Ayes: Ervin, Morgan, Nesbitt, and Patterson

Nays: Harris, Price

Abstain:

Motion Carried

Price stated although the employees' health benefit was approved, should the District enter into an intergovernmental agreement with the City of Harvey. Attorney Dee Jarad stated it would be wise to enter into an agreement to formalize the District's understanding of its participation in the contract. McBride stated if it is at the will of the Board, the attorney may draft something we can put into record. Jarad stated the City may also draft a mutual understanding regarding the participation and pro rata payment added to the City's health benefit.

2. Cook County COVID-19 Funding Response Plan: Intergovernmental Agreement

Harris requested sleeves on the computer keyboards and mice to control spread COVID-19 in the library. McBride stated the stations are cleaned after each patron. However, the agreement is for funding to help with costs of purchasing more items, including sleeves on keyboards.

Patterson made a motion to approve the intergovernmental agreement and was seconded by Ervin

ROLL CALL VOTE:

Ayes: Ervin, Harris, Morgan, Price, and Patterson

Nays:

Abstain:

Motion Carried

3. Public Act 101-0642: State Holiday "2020 General Election Day", November 3

According to Public Act 101-0642, State Holiday created for Election Day to close governmental offices. After discussion, Patterson made the motion to close the library November 3 and was seconded by Ervin.

ROLL CALL VOTE:

Ayes: Ervin and Patterson

Nays: Harris, Morgan, Price

Abstain:

Motion failed

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Patterson made the motion to open the library on November 3 half day and was seconded by Ervin.

ROLL CALL VOTE:

Ayes: Ervin, Morgan, and Patterson

Nays: Harris, Price

Abstain:

Motion carried

4. Office Equipment – New Contract (TABLED)

Harris asked for patrons to enter the library in order to participate in the meetings. Ervin stated to stay safe we should remain on Zoom. Ervin asked about the resolution for vacation pay for the previous director. Attorney Jarad stated all claims were denied, the District was successful on all counts and documentation was presented to the interim director.

Morgan complemented the staff, particularly Desiree, for awesome customer service. Harris stated she is not receiving complete board packets five days before meetings. Patterson agreed with Morgan on the personal service received in the library, she also receives positive feedback from citizens within the City.

Financial Advisor Rachlin noted additional changes in the levy. After brief explanation, it was noted that adjustments are made to ensure amounts are the same in the budget, but put in different funding areas prior to filing with Cook County. Rachlin read corrected numbers.

Patterson made the motion to reconsider section 2 of the levy ordinance, general corporate purposes, municipal retirement purposes, social security purposes, auditing purposes, liability insurance purposes, workers' compensation purposes, and unemployment purposes - totaling \$1,553,500. Motion was made by Ervin and seconded by Patterson.

ROLL CALL VOTE:

Ayes: Ervin, Price, and Patterson

Nays: Harris

Abstain:

Motion carried

Motion was made to

Audience Participation – none available

Price Patterson called for a motion to adjourn. Ervin made the motion to adjourn and was seconded by Patterson.

ROLL CALL VOTE

No quorum to adjourn

Meeting stopped at 8:31pm.