

Harvey Public Library District's Board Meeting Minutes

November 12, 2015

Board Meeting

President Patterson called the meeting to order at 6:02 pm.

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

Absent: Barbara Fields (Attended a meeting next door and will be returning shortly).

APPROVAL OF MINUTES

Trustee Harris states that she has some concerns about the minutes for September 28, 2015. She states that a statement was recorded into the minutes that she didn't say.

After reviewing the tape recording of the minutes, the director and her assistant found that the statement that Trustee Harris was referring to was correctly recorded and the statement was in fact made by Trustee Harris.

President Patterson states that the minutes will be reviewed and once reviewed corrections will be made if necessary.

Trustee Harris states that on September 28, 2015, there was a special meeting and I was making a comment about the bonuses for the director and the staff which was collectively and not individually and is supposed to be held in open session according to the Open Meetings Act. She states that if you go into closed session you must cite the exception, this is what I learned in Peoria.

Attorney Jarad states that discussion of salaries or bonuses of specific employees may be discussed in closed session but any final action regarding that employee has to be discussed in open session.

Trustee Harris states for the record she wants Attorney Jarad to cite her the citation.

Attorney Jarad states that the citation is Section 2c1, that allows a discussion in closed session of the compensation of specific employees of the District discussion and the final action would have to be in open session.

Trustee Harris states that this is not individually this is collectively, this is employees' bonuses. She states that bonuses are collectively and not individually.

Trustee Price made a motion to approve the minutes for September 28, 2015-Public Hearing Minutes, September 28, 2015-Special Meeting Minutes, October 8, 2015-Board Meeting Minutes and October 27, 2015-Special Meeting Minutes with the corrections if any and was seconded by Trustee Fields.

Roll Call Vote:

Ayes:	Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, and Roberta Patterson
Nays:	Jerlene Harris
Abstain:	
Absent:	Barbara Fields (Attended a meeting next door and will be returning shortly).

Motion Carried.

Trustee Harris states that she wants answers from the attorney as to whether or not she could serve as deputy registrar at the library.

Attorney Jarad states that today at this meeting you could ask for recognition from the president to address your concerns regarding a follow up regarding any issues during today's meeting, you could do that because it's a regular board meeting. She states that she could also make a motion to amend the agenda to add an item for purposes of discussion only.

Trustee Harris made a motion to amend the agenda to add deputy registrar and bonus discussion to the agenda and was seconded by Trustee Ervin.

Roll Call Vote:

Ayes:	Mauzkie Ervin and Jerlene Harris
Nays:	Tamika Price, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson
Abstain:	
Absent:	

Motion Failed.

APPROVAL OF BILLS AND REVIEW OF ACCOUNTS

Trustee Ervin made a motion to approve the bills and review of accounts and was seconded by Trustee Nesbitt.

Roll Call Vote:

Ayes:	Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, and Roberta Patterson
Nays:	Jerlene Harris
Abstain:	
Absent:	Barbara Fields (Attended a meeting next door and will be returning shortly).

Motion Carried.

REPORT OF THE TREASURER

As stated.

General Fund Account-\$450,803.01

Gift Account-\$5,548.78

Special Reserve Account-\$22.46

Vendor's Account-\$69,659.57

Expense Account-\$32,134.09

Youth Services Account-\$3,414.36

REPORT OF THE LIBRARY DIRECTOR

Director Flowers states that the E-Rate Federal Grant is in process, HPLD received an approval with stipulations (HPLD must complete the CIPA and AIA forms for processing). She states that HPLD will receive a reimbursement approved for payment in the amount of \$44, 212.50 from this E-Rate Grant through USAC.

Director Flowers states that Food for Fines is a program that HPLD runs the month of November. She states that patrons can bring in non-perishable foods to clear up library fines. The program will be running from November 9, 2015 through November 23, 2015. All can goods collected will be shipped to Thornton Township Food Pantry to feed the hungry.

Director Flowers states that the ALA trip will be in Orlando, Florida, June 23rd –June 28th of 2016. She states that she will like to get an early start on getting a head count from the Trustees that would like to attend. Director Flowers states that registration starts January 19, 2016, and would like to register for early bird and purchase plane tickets.

Director Flowers gives an update on construction project, she states that drywall installation is on-going, wall tile installation is in progress in the large restrooms, insulation is being installed, masonry is being

laid, and accent wall paint in process in small study rooms and ceiling grid installation is in progress in the multimedia room.

Director Flowers states that HPLD has a CYBER policy in effect through the insurance company. She states that cyber liability is important when protecting data from systematic failures.

Director Flowers announces the Employees' Christmas Party will be held at Harvey Public Library, December 19, 2015 at 6:00pm.

REPORT OF TRUSTEES/COMMITTEES

A. Building and Grounds Committee

Trustee Ervin asked, Director Flowers did she get coverage from security to secure the construction site?

Director Flowers answers with yes, they were able to adjust their schedules.

B. Finance Committee

No report.

C. Planning and Development Committee

No report.

UNFINISHED BUSINESS

A. Demolition Grant Submission (Trustee Whitaker)

Trustee Whitaker states that we're still waiting on that, Cook County is in the process of processing their regular CDBG's, so they put us on the back burner. He states that that's better than receiving denial letter so we're in a good place.

Trustee Harris states that we had unfinished business when it came down to the new trustees' pictures back a while ago but has not been addressed.

President Patterson asked, Director Flowers what is going on with the pictures?

Director Flowers states that the Board was supposed to get together and come up with a date, time, photographer and location, then get the information to her so that she could move forward with planning and payment.

President Patterson states that the Board will get together and come up with a photographer and location and give the information to the Director.

Trustee Ervin asked, Director Flowers if she could get an updated sign with the new president, treasurer, secretary and trustees to go up in the library?

President Patterson states that probably as soon as we can but with the construction going on not really sure.

Director Flowers states that she would have to ask FQC if they could create another sign but at this time she doesn't know if the budget will allow, but will get that information to Trustee Ervin in December's meeting.

President Patterson asked, if anyone had any more questions?

Trustee Harris asked, if anyone knows if this bond has been floated?

President Patterson states that she supposes so, we're doing all of this construction we got the money from somewhere.

Director Flowers states that as far as she's concerned she hasn't received any information stating that it has been floated.

B. Approval of Dissemination Agent

Trustee Harris states that she have concerns about the bond and some language stated in Speer Financial Inc.'s proposal.

Attorney John Buck states that if there's specific questions that might involve giving legal advice to the board, it may make sense to take into Executive Session in order to preserve the attorney client privilege.

President Patterson thanks Attorney Buck states that the board would discuss the bond in Executive Session.

Trustee Ervin states that they're just a reporting agency.

President Patterson agreed and states that that's why they're not liable and they're only liable for what we give them.

Vice-President Fields apologizes to the board for going back and forth (from one meeting to the other) and states that the meeting was an important meeting that she needed to attend. She states that she did have something to share for the Planning and Development Committee, Vice-President Fields states that she has a proposal to name the library The Obama Library but this is something the board would have to vote on. Vice-president Fields states that she drafted a letter to send to President Obama, she states that this is her report for the Planning and Development Committee.

President Patterson states that we could discuss at a later date.

President Patterson states that we need to approve the dissemination agent. She states that the board received three (3) different proposals and we have to vote on one of those.

C. Action to be taken from Board determination regarding Perkins Coie Engagement Letter/compensation as retained outside legal counsel

Will discuss in Executive Session.

NEW BUSINESS

A. Approval of Levy Ordinance and Truth and Taxation

Director Flowers states that she gave the board a copy of this reflecting the four percent (4%) opposed to the five (5%) that was previously recorded.

Trustee Harris states that she needs clarification on an extension allocation reduction on the Tax Levy Ordinance.

Director Flowers states that she thinks that's where if the Board of Trustees determines that the aggregate extension of the District for 2015 needs to be reduced by operation of property tax under that the appropriate method of reduction.

President Patterson states that this agenda item will be tabled until the Special Meeting, it is ok with the board.

B. Approval of Library Closure

Director Flowers states that the first (1st) closure she's asking for is for an all staff in-service on Friday, December 4, 2015. The second (2nd) closure is January 4-18, 2016, I was tasked by the construction team and they stated that we're going to have to close the library down in order to transition over to the first (1st) phase.

The Board of Trustees agreed upon closure of library.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, Jerlene Harris ,William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent:

Motion Carried.

C. Approval of LIMRiCC Resolution Intergovernmental Agreement

President Patterson asked, Director Flowers what was this?

Director Flowers states that this is LIMRiCC, unemployment compensation we have an intergovernmental agreement with them and it expired and it is time for renewal, they handle all the worker's compensation and unemployment compensation claims for us.

Trustee Harris asked, if the attorney had a chance to read this amendment affective December 1, 2015, so she could give us some advice on this?

Attorney Jarad states that she didn't get a chance to read over the document.

President Patterson states that this agenda item will be tabled until the Special Meeting.

AUDIENCE PARTICIPATION (Remarks Limited to 3 Minutes)

William Wiley states that for the library in-service/closure, there has always been three (3) every year. He states that just like at a school, students and teachers have in-service days. Mr. Wiley states that the library staff works really hard and deserves their yearly raises and bonuses. He states that the bonuses and raises are appropriated in the budget and if you all voted yes to the budget the staff is entitled to their bonuses and raises. Mr. Wiley states that the sign displayed at the library represents the Board of Trustees that were involved in the construction project; therefore their names should not be removed.

Regular session adjourned at 7:10pm.

President Patterson states that the board will go into Executive Session for Perkins Coie Engagement Letter/compensation as retained outside counsel and approval of pay increases and bonuses for employees.

EXECUTIVE SESSION**A. Approval of Pay Increases and Bonuses for Employees****B. Perkins Coie Engagement Letter/compensation as retained outside legal counsel**

Regular Session back in session at 7:56pm.

Trustee Ervin made a motion to accept Speer Financial, Inc. as our dissemination agent and was seconded by President Patterson.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, Jerlene Harris, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent:

Motion Carried.

ADJOURNMENT

President Patterson made a motion to adjourn the meeting at 8:02pm and was seconded by Trustee Nesbitt.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, Jerlene Harris, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent:

Meeting Adjourned.