

HARVEY PUBLIC LIBRARY DISTRICT

NOTICE OF FINANCE COMMITTEE OF THE WHOLE

Thursday, July 09, 2020

MEETING MINUTES

Notice is hereby given that the Board of Library Trustees of the Harvey Public Library District as a **Committee of the Whole will hold a Finance Committee Meeting Thursday, July 9, 2020, at 6:00 p.m.** to discuss the following financial and accounting matters.

The Board of Trustees will conduct its 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 June 26, 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 June 26, 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.

AGENDA

Call To Order: 6:10PM

Roll Call

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

Absent:

DISCUSSION OF BILLS, INVOICES AND OTHER FINANCIAL/ACCOUNTING MATTERS

Secretary Charwana Morgan was concerned about the Mertz and Quality Alarm invoices, when it was reported that there was a problem with the HVAC system. Interim Director Antonia McBride explained that sensors were replaced on the HVAC system; which Mertz replaced. This was separate from the Quality Alarm invoice. Quality Alarm is the company that oversees the building's security system.

Trustee Jerlene Harris asked how many people on staff are currently receiving retirement pay. McBride answered two people – Michael Richardson and Pat Nevins – currently receive retirement pay, directly from IMRF.

A leak in the roof was reported on the bill list, Harris asked if the leak was from the old or new structure. McBride answered from the old structure. The leak was experienced in one of the study rooms.

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Harris questioned the document created by Attorney Dee Jarad during the discussion with the judge for an outstanding legal issue. Harris requested that she be present during the telephone hearing. President Roberta Patterson suggested Harris follow up with the attorney to determine if she would be able to attend the telephone conference scheduled July 16, 2020.

Harris asked about the CMS bill, dated June 22, 2018. McBride explained that CMS is the consortium which covered medical insurance for the library's full-time employees. The benefit ended due to non-payment. The invoice is the amount in arrears which needed to be paid before the District could be reinstated to the consortium. Harris asked how long had the bill come up. McBride stated the situation with CMS has been mentioned many times.

Harris asked about an appendix of medical insurance information provided in the Board Packet. McBride explained the information is a table of abbreviations for the benefit types the District may select for the library's employees. (More information would be provided during the regular meeting).

Vice President asked about two skipped checks which had not been posted. After further discussion, one check was discovered in the packet; the other had not cleared, but McBride would follow up after the meeting.

Harris asked details about what exactly was ordered from Expert Chemical & Supply. McBride explained the amounts and items ordered – PPE.

PUBLIC COMMENT – None available.

ADJOURNMENT

President Patterson called for a motion to adjourn. Trustee Mauzkie Ervin made the motion to adjourn and was seconded by Morgan.

ROLL CALL VOTE

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

Nays:

Absent: Nesbitt (may have experienced technical difficulty and left meeting before end)

Motion carried.

Adjournment at 6:47pm