

HARVEY PUBLIC LIBRARY DISTRICT

RESCHEDULED SPECIAL BOARD MEETING

Monday, November 23, 2020

6:08PM

The Board of Trustees conducted a Rescheduled Special Board Meeting remotely as authorized by the Governor's Executive Order 2020-07, re-issued and extended by Executive Order 2020-71 issued on November 13, 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 Proclamation, proclaimed 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 meeting location. The teleconference meeting of the Harvey Public Library District Library Board of Trustees may be viewed on Zoom scheduled to begin at **6:00pm, Monday, November 23, 2020**.

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

1. Call to Order: 6:08pm
2. Roll Call

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

Absent: Trustee William Whitaker, Treasurer JoAnn Nesbitt

3. Approval of Meeting Minutes (October 2020)

Trustee Jerlene Harris stated she did not receive complete board packets for two meetings. Harris also stated numbers in the budget and appropriation were changed but the numbers were not listed in the meeting minutes.

Vice President Tamika Price made a motion to approve the October 2020 minutes and seconded by Secretary Charwana Morgan.

Roll Call Vote

Aye: Trustee Mauzkie Ervin, Secretary Charwana Morgan, Vice President Tamika Price, President Roberta Patterson

Nay: Trustee Jerlene Harris

Abstain:

Motion carried.

4. New Business

- **AT&T Internet Invoice & Payment**

Harris stated negligence of the contract put the citizens of Harvey in the position of not having Internet service. Attorney Dee Jarad asked the Board to table the topic until she had more time to follow up with AT&T and E-Rate representatives to ascertain more information. Interim Director Antonia McBride stated through discussion with several AT&T and E-Rate contacts, E-Rate

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funding for 2019 is pending and 2018 funding would require an appeal to FCC. Harris and Jarad stated an itemization of the charges should be available to determine how these charges accumulated. Harris requested an overall review of all outstanding accounts.

Trustee Mauzkie Ervin asked about the deadline to file paperwork for the 2019 documentation. McBride stated February 2021. Vice President Tamika Price asked if that is for an appeal process. McBride stated February is an extension date. Price asked if McBride needed assistance to manage accounts and review contracts. McBride replied reviewing contracts had not been a problem, however, she has requested assistance for E-Rate and found a consultant through library directors' network, and receiving help on E-Rate would be useful.

Price asked if some payment was due now. Ervin asked if payment arrangements had been requested. Jarad asked how much is penalty/fees/interest, but if a notice has been received, then in the interest of preserving those services, a payment should be made. McBride stated a payment should be made now and continue research on E-Rate and AT&T. Secretary Charwana Morgan stated something in writing should be received, not just make a payment because that does not prevent service from being stopped.

After further discussion, Price called for a motion to continue the meeting until the next day – November 24 at 6pm – to allow McBride to call AT&T for an acceptable payment agreement. The motion was seconded by Morgan.

Roll Call Vote

Aye: Harris, Price, Morgan

Nay: Ervin, Nesbitt, Patterson

Abstain:

Motion failed.

Ervin made a motion to approve an AT&T payment of \$36,425 contingent on written confirmation from AT&T of at least two additional installment payments with disruption of internet services, and confirmation of period for which outstanding balance is due. The motion was seconded by Patterson.

Roll Call Vote

Aye: Ervin, Harris, Morgan, Nesbitt, Price, Patterson

Nay:

Abstain:

Motion carried

Price asked Jarad for recommendations for E-Rate consultation. McBride stated she has reached out for assistance and can provide contact information for a consultant. Jarad agreed that there are services available to provide that assistance. Morgan requested trustees receive email notification for resolution once payment is made the following day.

- **Annual Report of Receipts & Disbursements Fiscal Year July 1, 2019 – June 30, 2020**

Jarad recommended bonds, principle and interest payments be removed from the Annual Report as those items are not paid from the library's general account. Jarad stated the report needs to be published in a local newspaper before the end of the year, pertinent now because the audit has not been filed with the county.

Harris stated Sam's Club, Proven IT, Pugh Jones, Illinois Department of Revenue, OverDrive were not in the figures. Lauterbach & Amen is noted over \$11,000 but Harris claimed she only

HARVEY PUBLIC LIBRARY DISTRICT

RESCHEDULED SPECIAL BOARD MEETING

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6:08PM

received invoice for one payment of \$7440. She read invoices in the amount of \$1100, \$6600, although the original contract for auditing services was \$7400. McBride explained Sam's Club is included with Office Supplies because the total for the year was less than \$2500. Harris stated nothing is listed in Youth Services. McBride stated she did not separately itemize Youth Services and Adult Services. Harris stated the report is inaccurate.

Patterson called for a motion to approve the Annual Report of Receipts & Disbursements with the deletion of bonds, principle and interest payments table.

Ervin made the motion and was seconded by Morgan.

Roll Call Vote

Aye: Harris, Price, Morgan

Nay: Ervin, Nesbitt, Patterson

Abstain:

Motion carried.

5. Audience Participation (Limit Remarks to three (3) minutes): No participation

6. Adjournment: Ervin made the motion to adjourn and seconded by Morgan

Roll Call Vote

Aye: Ervin, Harris, Morgan, Nesbitt, Price, Patterson

Meeting adjourn at 7:40pm.