

BROADVIEW PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
January 17, 2008

1. CALL TO ORDER:

Acting President, Valarie Watkins called the meeting to order at 7:04p.m.

2. ROLL CALL:

Present:	Jerome Reed	Also Present:	Carl J. Caruso
	Verna Williams		Latreta Foster
	Teresa Tyson		
	Valarie Watkins		
Excused	Dorothy Thomas	Absent:	Bill Fates
Absent:	Marva Newman		
	Joyce Lewis		

3. PRESENTATIONS:

Carl Caruso presented the financial information for the 6th month of the fiscal year.

December, 2007

Income year to date	\$452,426.91
Expenses year to date	<u>364,822.20</u>
Revenue over expenses	87,604.71

4. APPROVAL OF MINUTES:

Minutes tabled until February.

5. EXECUTIVE DIRECTOR'S REPORT:

Internet, email, and Wi-Fi usage was 8,745 for the year.

Collection size is 85,395.

Non-resident usage is 9%.

Circulation year to date is 55,000 a 5.22% increase from previous years.

6. APPROVAL OF PURCHASE ORDER:

Teresa Tyson motioned to accepted Purchase Order L801 in the amount of \$4,562.00.
Jerome Reed seconded the motion.

Roll Call: Valarie Watkins Aye

	Teresa Tyson	Aye		
	Verna Williams	Aye		
	Jerome Reed	Aye		
Voice vote:	4 Ayes	0 Nays	0 Abstain	3 Absent

7. PRESENTATION OF EXPENDITURES:

The Finance Committee has reviewed and approved the vouchers for the month of October. The expenditures are as follows:

Payroll	\$26,617.73
Checks	24,546.73
Manual Checks	<u>1,608.86</u>
	\$52,773.32

8. BOARD COMMUNICATION – EDUCATION – INFORMATION

- The library received a thank you card from Dorothy Thomas.
- The library received a thank you card from Kathy Graham.
- Communication from Klein, Thorpe, & Jenkins regarding a retiring partner.

9. COMMITTEE REPORTS

None.

10. UNFINISHED BUSINESS

- An article on tips to designing a library building.
- The Village will hold a hearing regarding creating a TIFF for 19th Street

11. NEW BUSINESS

The current typewriter room will now be used as a quiet study room with a WI-FI signal. Patrons must be 18 years and older. Teresa Tyson motioned to accept the new quiet study room policy. Jerome Reed seconded the motion.

12. PUBLIC COMMENT

None.

13. EXECUTIVE SESSION

None.

14. ADJOURNMENT

Teresa Tyson moved to adjourn and Verna Williams seconded the motion. The meeting adjourned at 7:46 pm.

Valarie Watkins, Acting President

Teresa Tyson, Secretary