

BROADVIEW PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
March 15, 2007

1. CALL TO ORDER:

President, Marva Newman called the meeting to order at 7:01p.m.

2. ROLL CALL:

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

3. PRESENTATIONS:

None.

4. APPROVAL OF MINUTES:

Joyce Lewis motioned to accept, with corrections, the January 18, 2007 Board minutes. Verna Williams seconded the motion.

Voice vote: 4 Ayes 0 Nays 0 Abstain 3 Absent

5. EXECUTIVE DIRECTOR'S REPORT:

Internet and email usage was 557 for the month.

Collection size is 86,000.

Non-resident usage is 16.5%.

Circulation year to date is 69,216 a 16% increase from previous years.

6. APPROVAL OF PURCHASE ORDER:

Joyce Lewis motioned to accept Purchase Order L792 in the amount of \$3,686.00. Dorothy Thomas seconded the motion.

Roll Call:	Marva Newman	Aye		
	Joyce Lewis	Aye		
	Dorothy Thomas	Aye		
	Verna Williams	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	\$30,854.87
Checks	16,466.08
Manual Checks	<u>2,075.97</u>
	\$43,396.92

8. BOARD COMMUNICATION – EDUCATION – INFORMATION

- PLA Letter
- African American Contractors Association

9. COMMITTEE REPORTS

None.

10. UNFINISHED BUSINESS

- Aflac rescheduled

Joyce Lewis motioned to accept the Retirement Employee Policy. Dorothy Thomas seconded the motion.

Roll Call:	Marva Newman	Aye		
	Joyce Lewis	Aye		
	Dorothy Thomas	Aye		
	Verna Williams	Aye		
Voice vote:	4 Ayes	0 Nays	0 Abstain	3 Absent

11. NEW BUSINESS

- Library Board will adopt salary schedule in April.
- Corrected tax forms—the Library will make sure they have new forms.
- Statement of Economic Interest sent to the County. The Library will mail in the completed form for Trustees.

12. PUBLIC COMMENT

None.

13. EXECUTIVE SESSION

None.

14. ADJOURNMENT

Verna Williams moved to adjourn and Dorothy Thomas seconded the motion. The meeting adjourned at 7:41pm.

Marva Newman
President

F. Joyce Lewis
Secretary