

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

1. CALL TO ORDER:

Acting President, Valarie Watkins called the meeting to order at 7:00p.m.

2. ROLL CALL:

Present:	Jerome Reed	Also Present:	Carl J. Caruso
	Teresa Tyson		Latreta Foster
	Valarie Watkins		
	Joyce Lewis		
	Dorothy Thomas	Absent:	Bill Fates
	(arrived at 7:05)		
	Verna Williams		

Excused Marva Newman

Absent:

3. PRESENTATIONS:

Carl Caruso presented the financial information for the 9th month of the fiscal year.

March 2008

Income year to date	\$916,079.59
Expenses year to date	<u>531,126.78</u>
Revenue over expenses	384,952.81

4. APPROVAL OF MINUTES:

Teresa Tyson motioned to accept the February 21, 2008 Board minutes. Verna Williams seconded the motion.

Voice vote: 6 Ayes 0 Nays 1 Abstain 0 Absent

Teresa Tyson motioned to accept the November 15, 2007 Board minutes. Verna Williams seconded the motion.

Voice vote: 6 Ayes 0 Nays 1 Abstain 0 Absent

5. EXECUTIVE DIRECTOR'S REPORT:

Internet and email usage was 673 for the month.

Collection size is 86,000.

Non-resident usage is 6.9% for the month.

Circulation year to date is 77,732 a 1.7% increase from previous years.

Security cameras have been installed in the Library

Per Capita Grant has been awarded to 634 libraries.

The Director will attend Health Care meeting on May 1, 2008 regarding health insurance for the Library employees.

The Illinois Municipal Retirement rate for employers has decreased to 9.32.

6. APPROVAL OF PURCHASE ORDER:

Teresa Tyson motioned to accepted Purchase Order L804 in the amount of \$3,717.00. Dorothy Thomas seconded the motion.

Roll Call:	Valarie Watkins	Aye
	Teresa Tyson	Aye
	Verna Williams	Aye
	Jerome Reed	Aye
	Dorothy Thomas	Aye
	Joyce Lewis	Aye

Voice vote: 6 Ayes 0 Nays 0 Abstain 1 Absent

7. PRESENTATION OF EXPENDITURES:

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

Payroll	\$30,606.05
Checks	19,679.65
Manual Checks	<u>1,613.36</u>
	\$51,899.06

8. BOARD COMMUNICATION – EDUCATION – INFORMATION

Letter from the Illinois Governmental Ethics Act Department requesting the Library Board fills out the Statements of Economic Interests and submit to the county clerk office.

9. COMMITTEE REPORTS

None.

10. UNFINISHED BUSINESS

None.

11. NEW BUSINESS

Homework Help by Tutor.com– Library Partnership will table until May

Joyce Lewis motioned to accepted K&S Chair Co for reupholstering the window seat for \$1,439.00. Valarie Watkins seconded the motion.

Roll Call:	Valarie Watkins	Aye
	Teresa Tyson	Aye
	Verna Williams	Aye
	Jerome Reed	Aye
	Dorothy Thomas	Aye
	Joyce Lewis	Aye

Voice vote: 6 Ayes 0 Nays 0 Abstain 1 Absent

Effective July 1, 2008 The New Salary schedule will go into effect.

Effective April 18, 2008 Joyce Lewis has resigned as Trustee from the Broadview Library due to residential relocation overseas.

12. PUBLIC COMMENT

None.

13. EXECUTIVE SESSION

None.

14. ADJOURNMENT

Valarie Watkins moved to adjourn and Teresa Tyson seconded the motion. The meeting adjourned at 8:45 pm.

Valarie Watkins, President

Teresa Tyson, Secretary