

BROADVIEW PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
April 19, 2007

1. CALL TO ORDER:

President, Valarie Watkins called the meeting to order at 7:20p.m.

2. ROLL CALL:

Present:	Joyce Lewis	Also Present:	Carl J. Caruso
	Dorothy Thomas		Latreta Foster
	Teresa Tyson		
	Valarie Watkins	Absent:	Bill Fates
	Jerome Reed	7:50pm arrival	
Excused	Verna Williams		
Absent:	Marva Newman		
Unexcused			
Absent:			

3. PRESENTATIONS:

Tabled until next month.

4. APPROVAL OF MINUTES:

Joyce Lewis motioned to accept, with corrections, the February 15, 2007 Board minutes. Dorothy Thomas seconded the motion.

Voice vote: 4 Ayes 0 Nays 1 Abstain 3 Absent

March meeting minutes tabled until next month.

5. EXECUTIVE DIRECTOR'S REPORT:

Internet and email usage was 610 for the month.

Collection size is 86,305.

Non-resident usage is 9.4%.

Circulation year to date is 79,000 a 13% increase from previous years.

The Canvassing Law has been changed the canvas will be conducted by the County, as a result the election results will be mailed after May 9, 2007. Also the new Library Board cannot set until the 3rd Monday of May 2007.

6. APPROVAL OF PURCHASE ORDER:

Teresa Tyson motioned to accept Purchase Order L793 in the amount of \$2,706.00. Dorothy Thomas seconded the motion.

Roll Call:	Joyce Lewis	Aye
	Dorothy Thomas	Aye
	Teresa Tyson	Aye
	Valarie Watkins	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 March. The expenditures are as follows:

Payroll	\$30,457.43
Checks	18,172.62
Manual Checks	<u>1,344.73</u>
	\$49,974.78

8. BOARD COMMUNICATION – EDUCATION – INFORMATION

- African American Contractors Association invited the trustees to an event, which Joyce Lewis attended.

Dorothy Thomas motioned for Joyce Lewis to be reimbursed \$150 for the representation of the Library at the African American Contractors Association event to discuss business development in the community. Teresa Tyson seconded the motion.

Roll Call:	Joyce Lewis	Aye
	Dorothy Thomas	Aye
	Teresa Tyson	Aye
	Valarie Watkins	Aye

Voice vote: 4 Ayes 0 Nays 0 Abstain 3 Absent

9. COMMITTEE REPORTS

None.

10. UNFINISHED BUSINESS

- Joyce Lewis met with the Congressional Representatives office regarding Roosevelt Road and 17th Avenue construction.

11. NEW BUSINESS

Joyce Lewis motioned to amend the retirement policy to include a gift certificate for \$10 per years of service rounded to the next full year increment, if within their 12 month anniversary. Dorothy Thomas seconded the motion.

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

Voice vote: 5 Ayes 0 Nays 0 Abstain 2 Absent

Dorothy Thomas motioned to add to anniversary guidelines, a precursor that states all eligible candidates for retirement would be members of the IMRF systems with the guidelines as indicated by that organization. Joyce Lewis seconded the motion.

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

Voice vote: 5 Ayes 0 Nays 0 Abstain 2 Absent

12. SALARY SCHEUDLE

Joyce Lewis motioned for the salary ranges for levels 1 through 10 were moved to 6.5% for the starting minimums. For levels 1 through 7 the mid range and the maximum were moved to 6.5%. For levels 7 through 10 the mid point and maximum will remain at 5%. Teresa Tyson seconded the motion

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

Voice vote: 5 Ayes 0 Nays 0 Abstain 2 Absent

13. PUBLIC COMMENT

None.

14. EXECUTIVE SESSION

None.

15. ADJOURNMENT

Joyce Lewis moved to adjourn and Teresa Tyson seconded the motion. The meeting adjourned at 8:34pm.

Valarie Watkins
President

Joyce Lewis
Secretary