

BROADVIEW PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING MINUTES  
May 15, 2008

**1. CALL TO ORDER:**

President, Marva Newman called the meeting to order at 7:14p.m.

**2. ROLL CALL:**

Present:	Jerome Reed	Also Present:	Carl J. Caruso
	Teresa Tyson		Latreta Foster
	Valarie Watkins		Bill Fates
	Marva Newman		

Absent:

Unexcused

Absent: Verna Williams

Excused Dorothy Thomas

Absent:

**3. PRESENTATIONS:**

Bill Fates presented the financial information for the 10<sup>th</sup> month of the fiscal year.

April 2008

Income year to date	\$974,961.69
Expenses year to date	<u>590,825.47</u>
Revenue over expenses	384,136.22

**4. APPROVAL OF MINUTES:**

Valarie Watkins motioned to accept the April 17, 2008 Board minutes with corrections. Teresa Tyson seconded the motion.

Voice vote: 3 Ayes                      0 Nays                      1 Abstain                      2 Absent

**5. EXECUTIVE DIRECTOR'S REPORT:**

Internet and email usage was 726 for the month.

Collection size is 86,000.

Non-resident usage is 9.2% for the month.

Circulation year to date is 86,170 a 1.7% increase from previous years.

Attended the Blue Cross Blue Shield Health Care meeting—health care premiums are unchanged.

**6. APPROVAL OF PURCHASE ORDER:**

Valarie Watkins motioned to accepted Purchase Order L805 in the amount of \$4,403.00. Teresa Tyson seconded the motion.

Roll Call:	Valarie Watkins	Aye
	Teresa Tyson	Aye
	Jerome Reed	Aye
	Marva Newman	Aye

Voice vote: 4 Ayes                      0 Nays                      0 Abstain                      2 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	\$30,816.27
Checks	23,880.53
Manual Checks	<u>2,469.24</u>
	\$57,166.04

**8. BOARD COMMUNICATION – EDUCATION – INFORMATION**

Currently one person has applied for the Board Trustee position.

**9. COMMITTEE REPORTS**

Personnel Committee met on May 13, 2008

**10. UNFINISHED BUSINESS**

Valarie Watkins motioned to purchase Live Homework Help from Tutor.com for one year for an amount of \$1,516.55. Teresa Tyson seconded the motion.

Roll Call:	Valarie Watkins	Aye
	Teresa Tyson	Aye
	Marva Newman	Aye
	Jerome Reed	Aye

Voice vote: 4 Ayes                      0 Nays                      0 Abstain                      2 Absent

Per Capita Grant—Library is in compliance of the Freedom & Information Act and the Open Meeting Act.

**11. NEW BUSINESS**

Teresa Tyson motioned to maintain same slate of officers. Jerome Reed seconded the motion.

Roll Call:	Valarie Watkins	Aye
	Teresa Tyson	Aye
	Marva Newman	Aye
	Jerome Reed	Aye

Voice vote: 4 Ayes            0 Nays            0 Abstain            2 Absent

Valarie Watkins motioned to accept the recommendation to increase the Library Director's salary 3.5%. Jerome Reed seconded the motion.

Roll Call:	Valarie Watkins	Aye
	Teresa Tyson	Aye
	Marva Newman	Aye
	Jerome Reed	Aye

Voice vote: 4 Ayes            0 Nays            0 Abstain            2 Absent

**12. PUBLIC COMMENT**

None.

**13. EXECUTIVE SESSION**

Valeria Watkins motioned to go into executive session at 8:14 p.m. Teresa Tyson seconded the motion. The purpose of the meeting was to discuss a personnel matter. The Board returned to open session at 8:41p.m.

**14. ADJOURNMENT**

Valarie Watkins moved to adjourn and Jerome Reed seconded the motion. The meeting adjourned at 8:42 pm.

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Marva Newman, President

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Teresa Tyson, Secretary