

BROADVIEW PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
June 27, 2007

1. CALL TO ORDER:

President, Marva Newman called the meeting to order at 7:00p.m.

2. ROLL CALL:

Present:	Marva Newman	Also Present:	Carl J. Caruso
	Verna Williams		Bill Fates
	Valarie Watkins		
	Teresa Tyson	Absent:	Latreta Foster
	Dorothy Thomas		
	(arrived 7:10)		
	Joyce Lewis		
Excused			
Absent:			
Unexcused			
Absent:			

3. OATH OF OFFICE

Joyce Lewis and Teresa Tyson performed the oath of office.

4. APPOINTED TRUSTEES

Valarie Watkins motioned to appoint Teresa Tyson as Trustee of the Broadview Public Library. Verna Williams seconded the motion.

Voice vote: 5 Ayes 0 Nays 0 Abstain 0 Absent

Verna Williams motioned to make Teresa Tyson Secretary of the Broadview Library Board. Valarie Watkins seconded the motion.

Voice vote: 5 Ayes 0 Nays 0 Abstain 0 Absent

Teresa Tyson motioned to make Marva Newman the President of the Broadview Library Board. Joyce Lewis seconded the motion.

Voice vote: 5 Ayes 0 Nays 0 Abstain 0 Absent

Teresa Tyson motioned to make Valarie Watkins Vice President of the Broadview Library Board. Verna Williams seconded the motion.

Voice vote: 5 Ayes 0 Nays 0 Abstain 0 Absent

Valarie Watkins motioned to make Verna Williams Treasurer of the Broadview Library Board. Joyce Lewis seconded the motion.

Voice vote: 5 Ayes 0 Nays 0 Abstain 0 Absent

5. PRESENTATIONS:

Bill Fates presented the presented the financial information for the 11th month into the fiscal year.

May 2007

Income year to date	\$993,586.45
Expenses year to date	<u>646,775.97</u>
Revenue over expenses	\$346,810.48

6. APPROVAL OF MINUTES:

Joyce Lewis motioned to accept, with corrections, the March 15, 2007 Board minutes. Verna Williams seconded the motion.

Voice vote: 5 Ayes 0 Nays 1 Abstain 0 Absent

Valarie Watkins motioned to accept, with corrections, the April 19, 2007 Board minutes. Teresa Tyson seconded the motion.

Voice vote: 5 Ayes 0 Nays 1 Abstain 0 Absent

Valarie Watkins motioned to accept, with corrections, the May 17, 2007 Board minutes. Dorothy Thomas seconded the motion.

Voice vote: 4 Ayes 0 Nays 2 Abstain 0 Absent

7. EXECUTIVE DIRECTOR'S REPORT:

Internet and email usage was 557 for the month.

Collection size is 86,000.

Non-resident usage is 7.8%.

Circulation year to date is 95,787 a 12.3% increase from previous years.

Statistics on international visitors to the Broadview Public Library website.

The power supply for the Library's server has malfunctioned, due to weather conditions.

8. APPROVAL OF PURCHASE ORDER:

Valarie Watkins motioned to accept Purchase Order L795 in the amount of \$4,637.00. Teresa Tyson seconded the motion.

Roll Call:	Marva Newman	Aye
	Joyce Lewis	Aye
	Verna Williams	Aye
	Teresa Tyson	Aye
	Valarie Watkins	Aye
	Dorothy Thomas	Aye

Voice vote: 6 Ayes 0 Nays 0 Abstain 0 Absent

9. PRESENTATION OF EXPENDITURES:

The Finance Committee has reviewed and approved the vouchers for the month of May 2007. The expenditures are as follows:

Payroll	\$45,421.16
Checks	28,652.56
Manual Checks	<u>1,865.81</u>
	\$75,939.53

10. BOARD COMMUNICATION – EDUCATION – INFORMATION

The Cook County canvas of the April 17 2007, Consolidated Election was presented.

11. COMMITTEE REPORTS

None.

12. UNFINISHED BUSINESS

- Angela Moore Smith was invited to the July meeting to discuss building expansion.

Valarie Watkins motioned to adopt the proposed 2007/2008 budget. Teresa Tyson seconded the motion.

Roll Call:	Joyce Lewis	Aye
	Marva Newman	Aye
	Verna Williams	Aye
	Teresa Tyson	Aye
	Valarie Watkins	Aye
	Dorothy Thomas	Aye

Voice vote: 6 Ayes 0 Nays 0 Abstain 0 Absent

13. ORDINANCE NO. 2007-2:

Valarie Watkins motioned to dispense with the reading of Ordinance No. 2007-2 Prevailing Wage Act. Verna Williams seconded the motion.

Voice vote: 6 Ayes 0 Nays 0 Abstain 0 Absent

Valarie Watkins motioned to accept Ordinance No. 2007-2 Prevailing Wage Act. Joyce Lewis seconded the motion.

Roll Call: Joyce Lewis Aye
 Marva Newman Aye
 Verna Williams Aye
 Teresa Tyson Aye
 Valarie Watkins Aye
 Dorothy Thomas Aye

Voice vote: 6 Ayes 0 Nays 0 Abstain 0 Absent

14. ORDINANCE NO. 2007-3:

Joyce Lewis motioned to dispense with the reading of Ordinance No. 2007-3 Point 02. Verna Williams seconded the motion.

Voice vote: 6 Ayes 0 Nays 0 Abstain 0 Absent

Joyce Lewis motioned to accept Ordinance No. 2007-3 Point 02. Verna Williams seconded the motion.

Roll Call: Joyce Lewis Aye
 Marva Newman Aye
 Verna Williams Aye
 Teresa Tyson Aye
 Valarie Watkins Aye
 Dorothy Thomas Aye

Voice vote: 6 Ayes 0 Nays 0 Abstain 1 Absent

15. NEW BUSINESS

- Joyce Lewis motioned to accept the proposal for the Allied Telis switch from Versatile Computers contingent upon not finding a quote less than \$100 difference from either Fry's Electronics, CompuServe, and a vendor of Versatile's choice. Verna Williams seconded the motion.

Roll Call: Joyce Lewis Aye
 Marva Newman Aye
 Verna Williams Aye
 Teresa Tyson Aye

Valarie Watkins Aye
Dorothy Thomas Aye

Voice vote: 6 Ayes 0 Nays 0 Abstain 1 Absent

- Valarie Watkins motioned to accept the proposal for the UPS quote for the Broadview Public Library, the uninterrupted power supply and battery unit for \$1,765.00. Verna Williams seconded the motion.

Roll Call: Joyce Lewis Aye
Marva Newman Aye
Verna Williams Aye
Teresa Tyson Aye
Valarie Watkins Aye
Dorothy Thomas Aye

Voice vote: 6 Ayes 0 Nays 0 Abstain 1 Absent

16. PUBLIC COMMENT

Mrs. McGill inquired about open positions on the Library Board. She also inquired about the trees outside of the Library needed trimming, which the Library will handle. Mrs. McGill was not aware of the change in schedule, regarding the move of the June meeting. The Library Board posts legal notices whenever there are changes to the meeting dates.

17. EXECUTIVE SESSION

None.

18. ADJOURNMENT

Joyce Lewis moved to adjourn and Dorothy Thomas seconded the motion. The meeting adjourned at 8:35 pm.

Marva Newman
President

Teresa Tyson
Secretary

