

BROADVIEW PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING MINUTES  
November 15, 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		Latreta Foster
	Valarie Watkins		
	Teresa Tyson	Absent:	Bill Fates
	Jerome Reed		
	Joyce Lewis		

Excused      Dorothy Thomas

Absent:

Unexcused

Absent:

**3. PRESENTATIONS:**

None.

**4. PLCCA**

Mr. Davis from PLCCA wanted to give the Library Board members a short presentation regarding mentoring for school age children in the Proviso Township, which will extend until the end of the school year. Mr. Davis was requesting the Library Board members suggest volunteers that would qualify for mentoring school age children in the Proviso Township. The mentorship consists of once a month field trips, a book club, and a chance to hear professional speakers once a month. Mr. Davis left brochures in the library for people to fill-out if they are interested in mentoring school age children in the Proviso Township area.

**5. APPROVAL OF MINUTES:**

Valarie Watkins motioned to accept the September 20, 2007 Appropriation Board minutes. Verna Williams seconded the motion.

Voice vote:    4 Ayes                    0 Nays                    2 Abstain                    1 Absent

Verna Williams motioned to accept the September 20, 2007 Board minutes. Valarie Watkins seconded the motion.

Voice vote:    4 Ayes                    0 Nays                    2 Abstain                    1 Absent

Valarie Watkins motioned to accept the October 18, 2007 Public Hearing Levy Board minutes. Verna Williams seconded the motion.

Voice vote: 5 Ayes 0 Nays 1 Abstain 1 Absent

Verna Williams motioned to accept, with corrections, the October 18, 2007 Board minutes. Valarie Watkins seconded the motion.

Voice vote: 5 Ayes 0 Nays 1 Abstain 1 Absent

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

Internet and email usage was 962 for the month.

Collection size is 85,665.

Non-resident usage was 7.8%.

Circulation year to date is 38,840 an 8.3% increase from previous year.

**7. APPROVAL OF PURCHASE ORDER:**

Valarie Watkins motioned to accept Purchase Order L800 in the amount of \$4,033.00. Joyce Lewis seconded the motion.

Roll Call:	Marva Newman	Aye
	Joyce Lewis	Aye
	Verna Williams	Aye
	Teresa Tyson	Aye
	Valarie Watkins	Aye
	Jerome Reed	Aye

Voice vote: 6 Ayes 0 Nays 0 Abstain 1 Absent

**8. PRESENTATION OF EXPENDITURES:**

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

Payroll	\$31,015.07
Checks	29,370.82
Manual Checks	<u>1,876.37</u>
	\$62,262.26

**9. BOARD COMMUNICATION – EDUCATION – INFORMATION**

None.

**10. COMMITTEE REPORTS**

None.

**11. UNFINISHED BUSINESS**

None.

**12. NEW BUSINESS**

Valarie Watkins motioned to cancel the Library Board December 20, 2007 meeting. Teresa Tyson seconded the motion.

Roll Call:	Joyce Lewis	Aye
	Marva Newman	Aye
	Verna Williams	Aye
	Teresa Tyson	Aye
	Valarie Watkins	Aye
	Jerome Reed	Aye

Voice vote: 6 Ayes            0 Nays            0 Abstain            1 Absent

Valarie Watkins motioned to adopt the Library Board dates for 2008. The Board will not meet in August and December 2008. Teresa Tyson seconded the motion.

Roll Call:	Joyce Lewis	Aye
	Marva Newman	Aye
	Verna Williams	Aye
	Teresa Tyson	Aye
	Valarie Watkins	Aye
	Jerome Reed	Aye

Voice vote: 6 Ayes            0 Nays            0 Abstain            1 Absent

Valarie Watkins motioned to accept the Christmas Bonuses as presented. Teresa Tyson seconded the motion.

Roll Call:	Joyce Lewis	Aye
	Marva Newman	Aye
	Verna Williams	Aye
	Teresa Tyson	Aye
	Valarie Watkins	Aye
	Jerome Reed	Aye

Voice vote: 6 Ayes            0 Nays            0 Abstain            1 Absent

**13. PUBLIC COMMENT**

None.

**14. EXECUTIVE SESSION**

None.

**15. ADJOURNMENT**

Valarie moved to adjourn and Verna Williams seconded the motion. The meeting adjourned at 8:02 pm.

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Marva Newman  
President

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Teresa Tyson  
Secretary