



# Broadview Public Library District

*Community-centered, world-focused learning in the heart of Broadview*

## **Broadview Public Library District Regular Board Meeting Minutes Thursday, August 26<sup>th</sup>, 2021, 7:00 pm**

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, August 26<sup>th</sup>, 2021. The meeting was called to order at 7:01 pm.

### Trustees present for the meeting were:

President Eric Cummings  
Secretary Willie Akins  
Trustee David Upshaw

Vice-President Robert Jones  
Treasurer ShaRhonda Dawson

### Trustees absent for the meeting were:

Trustee Stacy Bufford  
Trustee Sydnei Evans

### Approval of Agenda,

President Eric Cummings added line item 6f – Discussion of Zoom Conference Meetings as an option for future board meetings.

**Motion:** Approval of the amended agenda to include line item 6f.

**Motioned by:** Vice- President Robert Jones and properly seconded.

**Roll Call Vote:** Ayes: 5      Nays: 0      Absent: 2      Abstain: 0

**Vote Result:** Motion carried

### Approval of Minutes,

Regular Board Meeting Minutes – Thursday, July 22<sup>nd</sup>, 2021 – accepted as circulated.

### Old Business,

#### ***Discussion: Budget & Appropriations Ordinance for FY2022.***

Treasurer ShaRhonda Dawson requested a budget line to be created for a Library Grant Writer and Vice-President Robert Jones suggested there be bonuses granted to staff that steered the process of flood recovery and repairs.

***Approval: Set Budget Hearing Date for September 23, 2021.***

The board set the date and time for the BPLD Budget Hearing on September 23, 2021.

**Motion:** Approval of Budget Hearing Date for September, 23, 2021 at 6:30pm.

**Motioned by:** President Eric Cummings and properly seconded.

**Roll Call Vote:** Ayes: 5      Nays: 0      Absent: 2      Abstain: 0

**Vote Result:** Motion carried

**New Business**

***Discussion: Memorandum from Dewberry Architect.***

President Eric Cummings addressed a memorandum received from Jeff Keppler and Dewberry Architects regarding the recent flooding on the library's lower level. President Cummings stated no actions would be taken until the final report was received from the library's insurance company.

***Approval: Revised Bank Resolutions to reflect June 24, 2021 installed officers.***

Signers for official legal documents and financial checks needed to be revised to reflect new current board officers.

**Motion:** Approval of Revised Bank Resolutions to reflect June 24, 2021 installed officers.

**Motioned by:** Vice-President Robert Jones and properly seconded.

**Roll Call Vote:** Ayes: 5      Nays: 0      Absent: 2      Abstain: 0

**Vote Result:** Motion carried

Due to a unanimous decision by the board to await for the report from the insurance company, President Cummings motioned to strike this item from the agenda and re-visit it at the Board's next monthly meeting on September 23<sup>rd</sup>, 2021.

**Motion:** Approval of removing of item 6c (Approval of outside consultant to review building renovation work) and re-visting it at the boards next meeting on September 23, 2021.

**Motioned by:** President Eric Cummings and properly seconded.

**Roll Call Vote:** Ayes: 5      Nays: 0      Absent: 2      Abstain: 0

**Vote Result:** Motion carried

***Approval: Maintenance Levy Ordinance 2021-03.***

The library board discussed the details and make-up of Maintenance Levy Ordinance 2021-03.

**Motion:** Approval of Maintenance Levy Ordinance 2021-03.

**Motioned by:** President Eric Cummings and properly seconded.

**Roll Call Vote:** Ayes: 4      Nays: 1      Absent: 2      Abstain: 0

**Vote Result:** Motion carried

**Approval: June 2021 Bills**

The board reviewed the current month’s financial bills for approval.

**Motion:** Approval of the July 2021 bills to be paid.

**Motioned by:** Vice- President Robert Jones and properly seconded.

**Roll Call Vote:** Ayes: 5 Nays: 0 Absent: 2 Abstain: 0

**Vote Result:** Motion carried

**Officer Reports,**

President, Eric Cummings presented an oral report of the expenditures for July 2021.

	July 2021
<b>Payroll &amp; Benefits</b>	<b>\$47,359.32</b>
General Checking	<b>\$51,335.21</b>
Bonds/Construction	\$ .00
<b>Totals</b>	<b>\$98,694.53</b>

**Assistant Director Report**

The Assistant Director’s report was included in the trustee packets.

**Executive Session**

**Motion:** Move to executive session at 7:56 pm

**Motioned by:** Vice-President Robert Jones and properly seconded.

**Roll Call Vote:** Ayes: 5 Nays: 0 Absent: 2 Abstain: 0

**Vote Result:** Motion carried

The Board reconvened back to Open Session at 8:07 pm.

**Trustees present for the meeting were:**

President Eric Cummings

Vice-President Robert Jones

Secretary Willie Akins

Treasurer ShaRhonda Dawson

Trustee David Upshaw

**Trustees absent for the meeting were:**

Trustee Stacy Bufford

Trustee Sydnei Evans

**Approval of Items Discussed In Closed Session**

The board discussed re-opening the applicant process for the Executive Director vacancy.

The alternative option of Zoom Video Conferencing for library board meetings were discussed.

Regular Board Meeting Minutes – Thursday, July 22<sup>nd</sup>, 2021 (Executive Session) – accepted as circulated

President Eric Cummings motioned to adjourn at 8:08 pm.



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President, Eric Cummings



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Secretary, Willie Akins

9-23-21

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Approved Date