



Broadview Public Library District

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

Broadview Public Library District Regular Board Meeting Minutes Thursday, November 19, 2020, 7:00 pm

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, November 19th, 2020 via Zoom Video Conferencing. The meeting was called to order at 7:00 pm.

Trustees present for the meeting were:

President Eric Cummings

Secretary Willie Akins

Trustee Marquette Smith

Trustee David Upshaw

Trustee Robert Jones

Trustees absent for the meeting were:

Vice-President Lincoln Taylor

Approval of Agenda,

President Eric Cummings approved the Thursday, November 19th, 2020 meeting agenda as published.

Approval of Minutes,

Regular Board Meeting Minutes – Thursday, October 22nd, 2020 – approved as circulated.

Budget & Appropriation Hearing Meeting Minutes – Thursday, October 22nd, 2020 – approved as circulated.

Old Business,

Approval of a Website Contractor

The Board reviewed information packets of selected website contractors. Discussion ensued.

President Cummings suggested the board take additional time to review the selected contractors while suggesting any alternative website contractors for hire.

Motion: Table approval of a website contractor until February 25th, 2021 Board Meeting.

Motioned by: Trustee David Upshaw and properly seconded.

Roll Call Vote: Ayes: **5** Nays: **0** Absent: **1** Abstain: **0**

Vote Result: Motion carried

Approval of Pay Application #20 for Dewberry & Travelers \$78,119.14

Information of work completed by Vertex Companies were presented to the Board for payment.

Motion: Approval of Pay App. #20 for Dewberry & Travelers in the amount of \$78,119.14.

Motioned by: Trustee Robert Jones and properly seconded.

Roll Call Vote: Ayes: 5 Nays: 0 Absent: 1 Abstain: 0

Vote Result: Motion carried

New Business,

Approval: November 2020 Bills

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

Motion: Approval of the November 2020 Bills to be paid.

Motioned by: Trustee Robert Jones and properly seconded.

Roll Call Vote: Ayes: 5 Nays: 0 Absent: 1 Abstain: 0

Vote Result: Motion carried

Approval: Ordinance 2020-04: Tax Levy for FY2021

Assistant Director Robert Lafferty presented a brief breakdown of Ordinance 2020-04: Tax Levy for 2021.

Motion: Approval of Ordinance 2020-04: Tax Levy for FY2021.

Motioned by: Secretary Willie Akins and properly seconded.

Roll Call Vote: Ayes: 5 Nays: 0 Absent: 1 Abstain: 0

Vote Result: Motion carried

Approval: Appointment of Election Official(s) to assist District Secretary for Trustee Candidate Filings December 14-21, 2020, for April 6, 2021 Consolidated Election.

Assistant Director Robert Lafferty discussed with the Board responsibilities of the District Secretary handling paperwork and petitions for the 2021 election while being assisted by selected library staff to file those petitions.

Motion: Approval of Election Official(s) to assist District Secretary for Trustee Candidate Filings December 14-21, 2020, for April 6, 2021 Consolidated Election.

Motioned by: Trustee Marquette Smith and properly seconded.

Roll Call Vote: Ayes: 5 Nays: 0 Absent: 1 Abstain: 0

Vote Result: Motion carried

Discussion: Library Hours with new Covid restrictions.

Assistant Director Robert Lafferty briefed the board of the current library services being provided to the public. The board reviewed options on how to handle expansion or reduction of service hours due to rising Covid cases in the community.

Construction Update.

Information: Pending Change Orders

Jeffrey Keppler of Dewberry Architects Inc. and Janet Doherty of Vertex Companies examined the pending change order details. Specifics of remaining payments and actions of completed prior change orders were discussed.

Information: Completion Date

President Cummings relayed the close out procedure to the Board and Assistant Director apprised to him by Diana Minchella, Executive Vice President of Vertex Companies.

Officer Reports.

Board President, Eric Cummings presented an oral report of the expenditures for October 2020.

	October 2020
Payroll and Benefits	\$73,374.14
General – Checking	\$49,316.81
Construction	\$231,991.63
Totals	\$354,682.58

Assistant Director Report

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

Motion: Move to executive session at 8:42 pm
Motioned by: Trustee Robert Jones and properly seconded.
Roll Call Vote: Ayes: 5 Nays: 0 Absent: 1 Abstain: 0
Vote Result: Motion carried

The Board reconvened back to Open Session at 8:53 pm.

Trustees present for the meeting were:

President Eric Cummings	Secretary Willie Akins
Trustee Marquetta Smith	Trustee David Upshaw
Trustee Robert Jones	

Trustees absent for the meeting were:

Vice-President Lincoln Taylor

Approval of Items Discussed In Closed Session

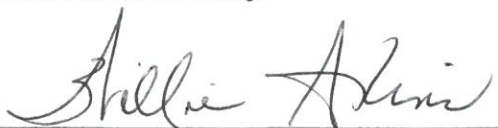
The board continued the review of applicants for the open Executive Director position.

Regular Board Meeting Minutes – Thursday, October 22nd, 2020 (Executive Session) – approved as circulated.

President Eric Cummings motioned to adjourn at 8:54 pm.



President, Eric Cummings



Secretary, Willie Akins

JANUARY 28 2021

Approved Date