



# Broadview Public Library District

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

## **Broadview Public Library District Regular Board Meeting Minutes Thursday, June 24<sup>th</sup>, 2021, 7:00 pm**

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, June 24<sup>th</sup>, 2021. The meeting was called to order at 7:01 pm.

Trustees present for the meeting were:

President Eric Cummings

Trustee ShaRhonda Dawson

Secretary Willie Akins

Trustee Robert Jones

Trustee Stacy Bufford\* – accepted oath of office during meeting

Trustees absent for the meeting were:

Trustee Sydnei Evans

Trustee David Upshaw

### **Approval of Agenda,**

President Eric Cummings added the ceremonial swearing in of Trustee Stacy Bufford as item 6a.

### **Approval of Minutes,**

Regular Board Meeting Minutes – Thursday, May 27<sup>th</sup>, 2021 – approved as circulated.

### **Old Business,**

#### ***Discussion: Discussion with officials from Dewberry about outstanding Change Orders.***

Jeff Keppler of Dewberry Architects brought the current board up to speed on the details of the construction project and answered questions regarding details of the five outstanding change orders. Discussion ensued.

#### ***Approval: Resolution 2021-01 approving specified Changed Orders that meet the statutory requirements.***

The board discussed forming and approving Resolution 2021-01 for the specific Change Orders that needed to meet statutory requirements.

**Motion:** Approval of Resolution 2021-01 approving highlighted Changed Orders that meet the statutory requirements.

**Motioned by:** Trustee Robert Jones and properly seconded.

**Superseding Motion:** Approval of Resolution 2021-01 approving the specific Changed Orders (41, 45, 57R2, 75 & 78) that meet the statutory requirements.

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

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

**Vote Result:** Motion carried

#### **New Business,**

##### ***Nomination & Ceremonial swearing in of Trustee Stacy Bufford\*.***

President Eric Cummings nominated Mr. Stacy Bufford for the open chair of Trustee, there were no objections. Secretary Willie Akins performed a ceremonial swearing in of the newly appointed Library District Trustee, Mr. Stacy Bufford.

##### ***Installation of New Officers***

Willie Akins nominated Eric Cummings for President.

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

**Vote Result:** Nomination accepted

Eric Cummings nominated Robert Jones for Vice President.

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

**Vote Result:** Nomination accepted

Robert Jones nominated Willie Akins for Secretary.

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

**Vote Result:** Nomination accepted

Robert Jones nominated ShaRhonda Dawson for Treasurer.

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

**Vote Result:** Nomination accepted

##### ***Approval: Ordinance 2021-02: Authorization of non-resident library cards.***

The board renewed the annual Non-Resident Library Card Ordinance. No changes were made.

**Motion:** Approval of Ordinance 2021-02: Authorization of non-resident library cards.

**Motioned by:** Trustee Robert Jones and properly seconded.

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

**Vote Result:** Motion carried

##### ***Discussion: Library Hours & Policies post Covid***

Assistant director Robert Lafferty proposed the new schedule of hours and operation to begin July 6th. Discussion ensued.

***Discussion/Approval: Juneteenth as a holiday***

By a unanimous vote, the Board voted to add Juneteenth to the list of annual holiday closings for the Library District.

**Motion:** Approval of the Juneteenth as an annual closed holiday.

**Motioned by:** Trustee Robert Jones and properly seconded.

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

**Vote Result:** Motion carried

***Discussion: Strategic Planning***

The board discussed the option of hiring a consultant to assist in strategic planning.

***Information: Youth & Summer Programming***

Children's Librarian Mrs. Janyce Simmons briefed the board on the library programs, upcoming programs and answered any questions regarding ideas for future programming. Updates on the youth summer position were also given.

***Approval: June 2021 Bills***

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

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

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

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

**Vote Result:** Motion carried

**Construction Update,**

President Cummings reiterated the oral report given earlier in the meeting by Jeff Keppler from Dewberry Architects.

**Officer Reports,**

Treasurer, ShaRhonda Dawson presented an oral report of the expenditures for May 2021.

	May 2021
Payroll & Benefits	\$47,201.23
General Checking	\$22,216.84
Bonds/Construction	\$ .00
Totals	\$69,418.07

### **Assistant Director Report**

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

### **Executive Session**

**Motion:** Move to executive session at 8:54 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 9:19 pm.

Trustees present for the meeting were:

President Eric Cummings	Trustee ShaRhonda Dawson
Secretary Willie Akins	Trustee Robert Jones
Trustee Stacy Bufford	

Trustees absent for the meeting were:

Trustee Sydnei Evans  
Trustee David Upshaw

### **Approval of Items Discussed In Closed Session**

The board discussed its plans to organize interview questions at a special board meeting scheduled for July 8<sup>th</sup>, 2021 via Zoom Video Conference. Interviews for the final two candidates would be held on July 22<sup>nd</sup>, 2021 at the regularly scheduled board meeting.

Regular Board Meeting Minutes – Thursday, May 27<sup>th</sup>, 2021 (Executive Session) – accepted as circulated.

President Eric Cummings motioned to adjourn at 9:20 pm.



President, Eric Cummings



Secretary, Willie Akins

7/22/21

Approved Date