



# Broadview Public Library District

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

## **Broadview Public Library District Regular Board Meeting Minutes Thursday, January 28<sup>th</sup>, 2021, 7:00 pm**

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, January 28<sup>th</sup>, 2021 via Zoom Video Conferencing. The meeting was called to order at 7:02 pm.

Trustees present for the meeting were:

President Eric Cummings

Vice-President Lincoln Taylor

Secretary Willie Akins

Trustee Marquette Smith

Trustee David Upshaw

Trustee Robert Jones

### **Approval of Agenda,**

President Eric Cummings approved the Thursday, January 28<sup>th</sup>, 2021 meeting agenda as published.

### **Approval of Minutes,**

Regular Board Meeting Minutes – Thursday, November 19<sup>th</sup>, 2020 – approved as circulated.

### **Old Business,**

#### ***Discussion: Website Contractor***

Assistant Director Robert Lafferty summarized a selected list of website designers (local) organized by Instruction & Research Manager Joe Bondi. Submitted proposals were discussed for selection.

### **New Business,**

#### ***Presentation: 2020 Audit from Lauterbach & Amen***

Michael Del Vale of Lauterbach & Amen presented an overview of the 2020 Audit with the Board of Trustees.

#### ***Approval: December 2020 & January 2021 Bills***

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

**Motion:** Approval of the December 2020 & January 2021 bills to be paid.

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

**Roll Call Vote:** Ayes: 6 Nays: 0 Absent: 0 Abstain: 0  
**Vote Result:** Motion carried

***Approval: Library Staff Completing State Library Per Capita Grant due March 2021***

Assistant Director Robert Lafferty and Board President Eric Cummings highlighted chapters of Per Capita Grant obligations to be completed by library staff before the March 2021 deadline.

**Motion:** Library Staff Completing State Library Per Capita Grant due March 2021.

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

**Roll Call Vote:** Ayes: 6 Nays: 0 Absent: 0 Abstain: 0

**Vote Result:** Motion carried

***Approval: Appointment of Section IX to Article IV of the library board by-laws allowing virtual board meetings.***

Assistant Director Robert Lafferty drafted Section IX, Article IV of the library board by-laws allowing virtual board meeting to be held.

**Motion:** Approval of appointing Section IX to Article IV of the library board by-laws allowing virtual board meetings.

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

**Roll Call Vote:** Ayes: 6 Nays: 0 Absent: 0 Abstain: 0

**Vote Result:** Motion carried

***Discussion & Approval: Response to Vertex letter dated January 6<sup>th</sup>, 2021.***

President Cummings shared and discussed an email with the board sent from Vertex regarding payment for remaining Purchase Order.

**Motion:** Discuss and approve response to Vertex letter dated January 6<sup>th</sup>, 2021.

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

**Superseded Motion:** Table approval of response to Vertex letter dated January 6<sup>th</sup>, 2021.

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

**Roll Call Vote:** Ayes: 6 Nays: 0 Absent: 0 Abstain: 0

**Vote Result:** Motion carried

**Construction Update,**

President Cummings stated that there is no determined date of completion as of yet.

**Officer Reports,**

Board President, Eric Cummings presented an oral report of the expenditures for November & December 2020.

	November 2020	December 2020
<b>Payroll and Benefits</b>	<b>\$47,531.77</b>	<b>\$47,456.71</b>
General – Checking	<b>\$49,316.81</b>	<b>\$35,867.42</b>
Construction	<b>\$231,991.63</b>	<b>\$0.00</b>
<b>Totals</b>	<b>\$354,682.58</b>	<b>\$83,324.13</b>

**Assistant Director Report**

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

**Motion:** Move to executive session at 8:02 pm  
**Motioned by:** Trustee Robert Jones and properly seconded.  
**Roll Call Vote:** Ayes: 6 Nays: 0 Absent: 0 Abstain: 0  
**Vote Result:** Motion carried

The Board reconvened back to Open Session at 8:19 pm.

Trustees present for the meeting were:

President Eric Cummings	Vice-President Lincoln Taylor
Secretary Willie Akins	Trustee Marquette Smith
Trustee David Upshaw	Trustee Robert Jones

**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 22<sup>nd</sup>, 2020 (Executive Session) – approved as circulated.

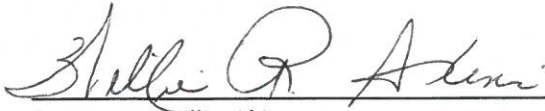
Regular Board Meeting Minutes – Thursday, November 19<sup>th</sup>, 2020 (Executive Session) – approved as circulated.

President Eric Cummings motioned to adjourn at 8:21 pm.



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President, Eric Cummings



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Secretary, Willie Akins

02-25-2021

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Approved Date