



# Broadview Public Library District

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

## **Broadview Public Library District Regular Board Meeting Minutes Thursday, May 27<sup>th</sup>, 2021, 7:00 pm**

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, May 27<sup>th</sup>, 2021. The meeting was called to order at 7:05 pm.

Trustees present for the meeting were:

President Eric Cummings

Secretary Willie Akins

Trustee David Upshaw

Trustee ShaRhonda Dawson

Trustee Sydnei Evans

Trustee Robert Jones

### **Approval of Agenda,**

President Eric Cummings approved the Thursday, May 27<sup>th</sup>, 2021 meeting agenda as published.

### **Approval of Minutes,**

Regular Board Meeting Minutes – Thursday, March 25<sup>th</sup>, 2021 – approved as circulated.

### **Old Business,**

#### ***Approval: Website Provider, based on staff recommendation***

Librarian Joe Bondi recommended Weblinx to the board as the best provider for redesigning the library's webpage. Discussion ensued. Trustee Dawson inquired about the quality of customer support response time.

**Motion:** Approval of Weblinx as the selected Website Provider for the BPLD.

**Motioned by:** Trustee David Upshaw and properly seconded.

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

**Vote Result:** Motion carried

#### ***Discussion/Approval: Working Budget for FY2022, posting & public viewing***

After being presented to the board it was recommended by President Cummings that the Executive Director line item in the budget be adjusted from 100k to 85k annually. Trustee Dawson inquired about

adequate staffing throughout the building, clarification of employee responsibilities and a summer program youth position. Trustee Upshaw voiced his concern in having funds available for a grand opening ceremony once issues with the construction contractors were concluded.

**Motion:** Approval of Working Budget FY2022 for posting and public viewing.

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

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

**Vote Result:** Motion carried

***Approval: Change Orders 34R1, 35R1, 51R1, 56, 63 & 67 and discussion of the current status with remaining Change Orders.***

President Cummings summarized information of Change Orders 34R1, 35R1, 51R1, 56, 63 & 67 and conversations had with the architect and lawyer for the library.

**Motion:** Approval of Change Orders 34R1, 35R1, 51R1, 56, 63 & 67 and discussion of remaining Change Orders.

**Motioned by:** Trustee David Upshaw and properly seconded.

**Superseding Motion:** Table discussion/approval of Change Orders until June 24<sup>th</sup>, 2021 Board Meeting.

**Motioned by:** Trustee David Upshaw and properly seconded.

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

**Vote Result:** Motion carried

**New Business.**

***Approval: Canvass of April 6, 2021 Consolidated Election Results for the District***

President Cummings read the results of the April 6, 2021 Consolidated Election for the Library District into record.

**Motion:** Approval of the April 6, 2021 Consolidated Election Results for the Library District.

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

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

**Vote Result:** Motion carried

***Installation of New Board Trustees***

Secretary Willie Akins performed a ceremonial swearing in of the newly elected Library District Trustees (Mrs. ShaRhonda Dawson and Ms. Sydnei Evans).

***Approval: April & May 2021 Bills***

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

**Motion:** Approval of the April & May 2021 bills to be paid.

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

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

**Vote Result:** Motion carried

**Construction Update.**

The pending Change Orders & completion of the construction project is still being discussed amongst Dewberry, Vertex & the Library.

**Officer Reports.**

Board President, Eric Cummings presented an oral report of the expenditures for March & April 2021.

	<b>March 2021</b>	<b>April 2021</b>
<b>Payroll and Benefits</b>	<b>\$46,998.22</b>	<b>\$70,560.88</b>
General – Checking	<b>\$29,938.41</b>	<b>\$32,921.21</b>
Construction	<b>\$ .00</b>	<b>\$40,077.50</b>
<b>Totals</b>	<b>\$76,936.63</b>	<b>\$143,559.59</b>

**Assistant Director Report**

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

**Motion:** Move to executive session at 8:32 pm

**Motioned by:** Trustee David Upshaw 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 8:44 pm.

Trustees present for the meeting were:

President Eric Cummings

Trustee ShaRhonda Dawson

Secretary Willie Akins

Trustee Sydnei Evans

Trustee David Upshaw

Trustee Robert Jones

**Approval of Items Discussed In Closed Session**

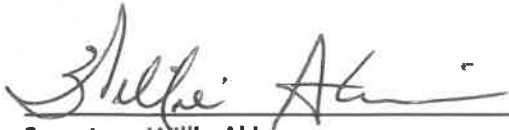
The board brought the newly elected trustees up to speed in the review process of applicants for the open Executive Director position.

Regular Board Meeting Minutes – Thursday, March 25<sup>th</sup>, 2021 (Executive Session) – approved as circulated.

President Eric Cummings motioned to adjourn at 8:44 pm.



President, Eric Cummings



Secretary, Willie Akins

6/24/21

Approved Date