



Broadview Public Library District

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

Broadview Public Library District Regular Board Meeting Minutes (Open Session) Thursday, August 27th, 2020, 7:00 pm

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, August 27th, 2020 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 Marquetta Smith

Trustees absent for the meeting were:

Trustee Robert Jones

Trustee David Upshaw

Approval of Agenda,

President Eric Cummings added New Business – Item G, Air Quality Control Testing for discussion.

Approval of Minutes,

Regular Board Meeting Minutes – Thursday, July 23rd, 2020, 7:00 pm – approved as circulated with amendment.

Old Business,

Approval: Tentative Budget for 30 day posting

Accountant Kelly Zabinski gave a short presentation of the Tentative Budget structured by ex-Treasurer Katrina Arnold and answered budget questions by Trustees.

Motion: Approval of the Tentative Budget for a 30 day period posting.

Motioned by: Trustee Marquetta Smith and properly seconded.

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

Vote Result: Motion carried

Approval: Budget Hearing Date for October 22nd 2020

The board chose the date of October 22nd 2020 for the Budget Hearing Date which gives the public the opportunity to express their opinion of the proposed budget.

Motion: Approval of the Budget Hearing Date for October 22nd 2020.

Motioned by: Secretary Willie Akins and properly seconded.

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

Vote Result: Motion carried

Approval: FY2021 Board Meeting Dates

The board reviewed the upcoming FY2021 Board Meeting Dates.

Motion: Approval of the FY2021 Board Meeting Dates.

Motioned by: Vice-President Lincoln Taylor and properly seconded.

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

Vote Result: Motion carried

New Business

Election of Officers

By unanimous votes of each chair. The Board voted to preserve the current chairs as is with President Eric Cummings tabling appointment of Treasurer until the September 25th 2020 board meeting

Motion: Table the Chair of Treasurer until September 25th 2020.

Motioned by: President Eric Cummings and properly seconded.

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

Vote Result: Motion carried

Approval: August 2020 Bills

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

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

Motioned by: Vice-President Lincoln Taylor and properly seconded.

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

Vote Result: Motion carried

Review: Bids for New Web-Site Providers

The board discussed the cast of potential new web-site providers. President Cummings recommended tabling discussion until further examples could be given by the providers at the September board meeting.

Approval: Executive Director Job Description Revisions and Posting on Internal & External Websites such as RAILS, ALA, ILA

The board discussed the executive director job description for posting.

Motion: Approval of the Executive Director Job Description Revisions and Posting on Internal & External Websites such as RAILS, ALA, ILA

Motioned by: Vice-President Lincoln Taylor and properly seconded.

Superseded Motion: Revision of the Executive Director description to separate experience & education in addition to replacing professional experience with three years in a leadership role with a minimum of five to seven years of executive director experience.

Motioned by: President Eric Cummings and properly seconded.

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

Vote Result: Motion carried

Approval: Board Trustee Description Revisions and Posting on BPLD website

The board discussed the vacancy of the current board chair and its description with revisions for posting.

Motion: Approval of the Board Trustee Description Revisions & acceptance of applicants until October 27, 2020.

Motioned by: Secretary Willie Akins and properly seconded.

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

Vote Result: Motion carried

Discussion: Change Order Payments

Change order payment forms were sent to the President from Dewberry Architects. The payments were discussed amongst the board and a decision was made to table the items until Dewberry could give a more detailed explanation of charges.

Discussion: Air Quality Control

Upon discussion of the flooding that took place in May. The board decided to have the Assistant Director, Robert Lafferty file a claim with our liability insurance to get the construction crew to repair any damage sustained by flood water if the construction crew remained hesitant to address the problem.

Officer Reports

Assistant Director, Robert Lafferty presented an oral report of the expenditures ranging from February to July 2020.

	February – July 2020
Payroll and Benefits	\$353,995.77
All Other Expenditures-Total	<u>\$1,384,840.09</u>

General – Checking	\$225,060.63
Construction	\$1,159,779.46
Totals	\$1,738,835.86

Assistant Director Report

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

Motion: Move to executive session at 9:01 pm
Motioned by: President Eric Cummings and properly seconded.
Roll Call Vote: Ayes: 4 Nays: 0 Absent: 2 Abstain: 0
Vote Result: Motion carried

The Board reconvened back to Open Session at 9:04 pm.

Trustees present for the meeting were:

President Eric Cummings

Vice-President Lincoln Taylor

Secretary Willie Akins

Trustee Marquetta Smith

Trustees absent for the meeting were:

Trustee Robert Jones

Trustee David Upshaw

Approval of Items Discussed In Closed Session

Regular Board Meeting Minutes (Closed Session) – Thursday, July 23rd, 2020, 7:00 pm – approved as circulated.

President Eric Cummings motioned to adjourn at 9:06 pm.


 President, Eric Cummings


 Secretary, Willie Akins

10-1-20
 Approved Date