



# Broadview Public Library District

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

## **Broadview Public Library District Regular Board Meeting Minutes Thursday, August 25<sup>th</sup>, 2022 - 7:00 pm**

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, August 25<sup>th</sup>, 2022. The meeting was called to order at 7:13 pm.

### Trustees present for the meeting were:

President Eric Cummings

Vice-President Robert Jones

Secretary Willie Akins

Trustee Stacy Bufford

\*Trustee Mike Ennis – sworn in during New Business

### Trustees not present for the meeting were:

Treasurer ShaRhonda Dawson

Trustee David Upshaw

### Approval of Agenda,

The agenda was approved as published.

### Approval of Minutes,

Regular Board Meeting Minutes – Thursday, July 28<sup>th</sup>, 2022 – accepted with corrections to Secretary Dawson’s Closed Session attendance.

### Old Business,

#### ***Discussion: Investigation of Legal Counsel***

A representative from the BPLD would reach out to Matthew Welch of Montana Welch LLC to participate in a Q&A at September’s board meeting.

#### ***Review: Finalizing the Budget & Appropriation Ordinance 2022-01 FY2023 for approval at the September 22, 2022 Board Meeting***

No objections were made to the current Budget & Appropriation Ordinance

***Discussion: Revisions in Existing Sick Leave Policy***

Executive Director Bower presented his thoughts on the library drafting a potential “PTO Policy” and eliminating the current Sick Leave Policy. The Director recommended leaving the Sick Leave Policy as is or lowering the Sick Time max (12 days a year to 10 days) and increasing the Personal Time max (2 days a year to 4 days).

***Discussion: Issuance of Library Cards for Non-Resident Military Personnel and Veterans***

Executive Director Bower relayed information to the Board involving details of Hines Veteran Housing. After further attorney consultation Director Bower will present proper resolutions to the Board for approval at September’s board meeting.

***Discussion: Lower Level Restoration***

With two current proposals the Board would like to obtain at least three quotes before making a decision on choosing a developer for action.

**New Business**

***New Trustee Mike Ennis Oath of Office***

President Eric Cummings performed a ceremonial swearing in of the newly appointed Library District Trustee, Mr. Mike Ennis.

***Discussion: Grand Opening Ceremony***

A construction timeline will be drafted for lower level repairs. Once repairs are completed the Board will decide on a proper date for the grand opening celebration.

***Approval: Resolution 2022-01: Compliance with IRS Code 125 for IMRF reporting.***

A resolution alerting taxpayers that corrected IMRF compensations are being properly reported.

**Motion:** Approval of Resolution 2022-01: Compliance with IRS Code 125 for IMRF reporting.

**Motioned by:** Vice-President Robert Jones and properly seconded.

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

**Vote Result:** Motion carried

***Approval: Date for Budget & Appropriation Hearing for 6:30pm, September 22, 2022***

A date was set of September 22<sup>nd</sup> 2022 for the Budget & Appropriation Hearing, which gives members of the community an opportunity to contest the proposed budget.

**Motion:** Approval of set date for Budget & Appropriation Hearing at 6:30pm, September 22, 2022

**Motioned by:** Vice-President Robert Jones and properly seconded.

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

**Vote Result:** Motion carried

**Information: New Website Presentation**

Executive Director Jack Bower presented a visual presentation of the newly redesigned BPLD website that would debut to the public after Labor Day.

**Approval: August 2022 Bills**

The board reviewed the current month’s financial expenditures for approval.

**Motion:** Approval of the August 2022 expenditures to be paid.

**Motioned by:** Vice-President Robert Jones and properly seconded.

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

**Vote Result:** Motion carried

**Officer Reports.**

President, Eric Cummings presented an oral report of the expenditures for July 2022.

	July 2022
<b>Payroll &amp; Benefits</b>	<b>\$48,700.18</b>
General Checking	<b>\$84,555.20</b>
Bonds/Construction	<b>\$ .00</b>
<b>Totals</b>	<b>\$133,255.38</b>

**Assistant Director Report.**

The Assistant Director’s report was dispensed among trustee board packets.

**Executive Session.**

**Motion:** Move to executive session at 8:23 pm

**Motioned by:** Trustee Mike Ennis 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 8:27 pm. Roll Call was as follows,

**Trustees present for the meeting were:**

President Eric Cummings

Vice-President Robert Jones

Secretary Willie Akins

Trustee Stacy Bufford

Trustee Mike Ennis

**Trustees not present for the meeting were:**

Treasurer ShaRhonda Dawson

Trustee David Upshaw

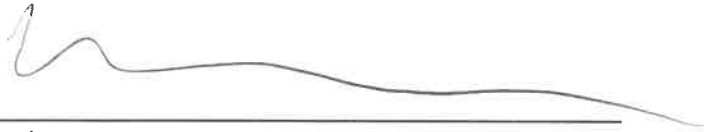
Treasurer ShaRhonda Dawson

Trustee David Upshaw

**Approval of Items Discussed in Closed Session,**

Regular Board Meeting Minutes (Executive Session) – Thursday, July 28<sup>th</sup>, 2022 – accepted with corrections to Secretary Dawson’s Closed Session attendance.

President Eric Cummings motioned to adjourn at 8:30 pm.



---

President, Eric Cummings



---

Secretary, Willie Akins

September 22 2022

---

Approved Date