



Broadview Public Library District

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

Broadview Public Library District Regular Board Meeting Minutes Thursday, September 22nd, 2022 - 7:00 pm

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, September 22nd, 2022. The meeting was called to order at 7:00 pm.

Trustees present for the meeting were:

President Eric Cummings	Vice-President Robert Jones
Treasurer ShaRhonda Dawson – arrived at 7:03 pm	Trustee Stacy Bufford
Trustee Mike Ennis	Trustee David Upshaw

Trustees not present for the meeting were:

Secretary Willie Akins

Approval of Agenda

The agenda was approved as published.

Approval of Minutes

Regular Board Meeting Minutes – Thursday, August 25th, 2022 – accepted as published.

Old Business

Presentation: Montana Welch LLC – Legal Services related to the Library Facility Construction

John Wise of Montana Welch LLC presented an oral presentation on the general services that his firm provides. Questions from the Board were addressed.

Discussion & Approval: Montana Welch LLC for legal service related to Facility Construction

After deliberation, the Board agreed to select Montana Welch LLC to review the library's case of construction damage and repair fees.

Motion: Discussion & Approval of hiring Montana Welch LLC for legal service related to facility construction

Motioned by: Vice-President Robert Jones and properly seconded.
Roll Call Vote: Ayes: 6 Nays: 0 Absent: 1 Abstain: 0
Vote Result: Motion carried

Approval: FY2023 Budget & Appropriations Ordinance 2022-01

Annually, the board approves an operating Budget & Appropriations Ordinance for the fiscal year.

Motion: Approval of Budget & Appropriations Ordinance 2022-01.
Motioned by: Vice-President Robert Jones and properly seconded.
Roll Call Vote: Ayes: 6 Nays: 0 Absent: 1 Abstain: 0
Vote Result: Motion carried

Presentation & Discussion: Bids received on lower-level restoration project

Director, Jack Bower presented restoration bids received from four construction companies. After consultation, it was recommended the library not engage with hiring an architectural firm as repairs are minimal and building structure was not changing. A public bidding requirement is mandatory after costs exceed \$25,000, it was recommended by Director Bower to hire a construction manager prior to public bidding in order to save money in repairs.

Approval: Updated Circulation Policy for Non-Resident Cards issued to Hines residents

The board approved an updated Non-Resident Card Policy for Hines residents changing minor details of access for Hines residents.

Motion: Approval of updated Circulation Policy for Non-Resident Cards for Hines residents.
Motioned by: Vice-President Robert Jones and properly seconded.
Roll Call Vote: Ayes: 6 Nays: 0 Absent: 1 Abstain: 0
Vote Result: Motion carried

New Business.

Formation of Construction Project Board Committee

Trustees Robert Jones, Mike Ennis and Willie Akins volunteered as seats for the Construction Project Board Committee.

Discussion: Parental Leave Policy

Director, Jack Bower briefed the Board on the current policy for sick and maternity leave. Discussion ensued.

Approval: 4 Revised Bank Resolutions for new Executive Director

The board approves banking resolutions adding Director Bower as an authorized employee of the BPLD in order to be added to library banking access.

Motion: Approval of 4 revised Bank Resolutions for new Executive Director.
Motioned by: Vice-President Robert Jones and properly seconded.
Roll Call Vote: Ayes: 6 Nays: 0 Absent: 1 Abstain: 0

Vote Result: Motion carried

Presentation: President Eric Cummings, ALA Conference June 2022

President Cummings presented a visual slide of his findings during his attendance at the ALA Conference in June of 2022.

Approval: September 2022 Bills

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

Motion: Approval of the September 2022 expenditures to be paid.

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

Roll Call Vote: Ayes: 6 Nays: 0 Absent: 1 Abstain: 0

Vote Result: Motion carried

Officer Reports,

Treasurer, ShaRhonda Dawson presented an oral report of the expenditures for August 2022.

	August 2022
Payroll & Benefits	\$53,277.95
General Checking	\$30,059.21
Bonds/Construction	\$.00
Totals	\$83,337.16

Assistant Director Report,

The Executive Director's report was dispensed among trustee board packets.

Executive Session,

Motion: Move to executive session at 8:45 pm

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

Roll Call Vote: Ayes: 6 Nays: 0 Absent: 1 Abstain: 0

Vote Result: Motion carried

The Board reconvened back to Open Session at 8:48 pm. Roll Call was as follows,

Trustees present for the meeting were:

President Eric Cummings	Vice-President Robert Jones
Treasurer ShaRhonda Dawson	Trustee Stacy Bufford
Trustee Mike Ennis	Trustee David Upshaw

Trustees not present for the meeting were:

Secretary Willie Akins

Approval of Items Discussed in Closed Session,

Regular Board Meeting Minutes (Executive Session) – Thursday, August 25th, 2022 – accepted as published.

President Eric Cummings motioned to adjourn at 8:49 pm.



Acting President, Robert Jones



Secretary, Willie Akins

10-27-22

Approved Date