



Broadview Public Library District

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

Broadview Public Library District Regular Board Meeting Minutes Thursday, January 25, 2024, 7:00 pm

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, January 25th, 2024 at the Broadview Public Library District.

Trustees present for the meeting were:

President David Upshaw
Secretary Myisha Owens
Trustee Venita Mendez

Treasurer Bradley Wooten
Trustee Michael Ennis

Trustees absent from the meeting were:

Vice President Willie Akins

Trustee Stacy Bufford

A quorum was present and the meeting was called to order at 7:02 pm.

Approval of Agenda,

No objections were made and the Thursday, January 25, 2024 meeting agenda was approved as published.

Public Comment/Community Announcements,

No comments were observed.

Approval of Minutes,

Truth in Taxation Hearing Meeting Minutes – Thursday, November 16, 2023 – accepted as circulated.
Regular Board Meeting Minutes – Thursday, November 16, 2023 – accepted as circulated.

Old Business,

Approval: Payment for outstanding balance of \$13,696.30 with Travelers Insurance.

Director Jack Bower presented an overview of the Directors memo included in the Trustee packets. Explaining the scope of the renovation procedure and the outstanding balance left to pay to Travelers.

Motion: Approval of \$13,696.30, the outstanding balance left with Travelers Insurance to close out renovation work.

Motioned by: Trustee Michael Ennis and properly seconded

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

Vote Result: Motion carried

New Business

Information: Demo of new Room Booking System, LibCal.

Director, Jack Bower gave a visual presentation of the new LibCal interface located on the library's website that will be used for Study Room reservation booking.

Discussion: Capital Improvement Plan.

Director, Jack Bower raised the idea to the Board of developing a formal Capital Improvement Plan for the BPLD. This plan would assist the library in preparing ahead for building improvements that may be needed in the future.

Discussion: Meeting Room Policy.

Director, Jack Bower surveyed the Board for recommendations as revisions are being made to update the BPLD Meeting Room Policy. Discussion ensued and a re-evaluation of the policy would be reviewed at a later Board Meeting.

Approval: December 2023 & January 2024 Bills

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

Motion: Approval of the December 2023 & January 2024 expenditures.

Motioned by: Treasurer Bradley Wooten and properly seconded.

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

Vote Result: Motion carried

Officer Reports

Treasurer, Bradley Wooten presented an oral report of the expenditure totals for December 2023.

	December 2023
Payroll & Benefits	\$ 62,242.18
General Checking	\$ 55,561.39
Totals	\$117,803.57

Executive Director Report

The Executive Director's report was dispensed in the trustee packets.

Adjournment,

Motion: Adjournment of the January 25, 2024 BPLD Regular Board Meeting at 8:23 p.m.

Motioned by: Secretary Myisha Owens and properly seconded.

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


Vote Result: Motion carried



President, David Upshaw



Secretary, Myisha Owens



Approved Date