



# Broadview Public Library District

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

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

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

### Trustees present for the meeting were:

President David Upshaw – arrived at 7:34pm

Vice-President Willie Akins

Secretary Myisha Owens

Treasurer Bradley Wooten

Trustee Stacy Bufford – departed at 8:56 pm

Trustee Michael Ennis - arrived at 7:26pm

Trustee Venita Mendez

A quorum was present and the meeting was called to order at 7:20 pm.

**Motion:** Vice President Willie Akins be appointed President pro tem.

**Motioned by:** Treasurer Bradley Wooten and properly seconded.

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

**Vote Result:** Motion carried

### Approval of Agenda

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

### Public Comment/Community Announcements

BPLD Board Trustee, Venita Mendez – Community Baseball

BPLD Board Trustee, Willie Akins – Village Clean-Up & Community Shred Day

BPLD Board Trustee, Myisha Owens – Community Clothing Drive

### **Approval of Minutes.**

Regular Board Meeting Minutes – Thursday, March 28, 2024 – accepted as circulated.

Decennial Committee Meeting Minutes – Thursday, March 28, 2024 – accepted as circulated.

Hiring Committee Meeting Minutes – Thursday, April 11, 2024 – accepted as circulated.

Hiring Committee Meeting Minutes – Friday, April 19, 2024 – accepted as circulated.

### **Old Business.**

#### ***Approval: Hiring Committee recommendations.***

Director Jack Bower read a memo submitted to the Board of Trustees from the Hiring Committee in relation to the upcoming Executive Director vacancy. Four points were highlighted which included salary role, salary wage, advertising strategy and applicant review.

**Motion:** Approval of Hiring Committee recommendations.

**Motioned by:** Trustee Michael Ennis and properly seconded.

**Roll Call Vote:** Ayes: 7      Nays: 0      Absent: 0      Abstain: 0

**Vote Result:** Motion carried

### **New Business.**

#### ***Approval: Appointment of Robert Lafferty as Illinois Municipal Retirement Fund Authorized Agent.***

As Director Jack Bower prepares to exit his role of Executive Director at the BPLD, transferring his role of authorized agent with IMRF to Interim Director Robert Lafferty is necessary.

**Motion:** Appointing Robert Lafferty as Illinois Municipal Retirement Fund Authorized Agent.

**Motioned by:** Trustee Michael Ennis and properly seconded.

**Roll Call Vote:** Ayes: 7      Nays: 0      Absent: 0      Abstain: 0

**Vote Result:** Motion carried

#### ***Approval: Permanent Resolution of Water Leakage Issue.***

Director Jack Bower elucidated a proposed quote for a resolution to a continued water leak issue from the library's exterior foundation.

**Motion:** Acceptance of current proposal provided by SMC Inc. based on the recommendation of Zabinski Accounting that the BPLD not be required to receive multiple bids for job.

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

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

**Vote Result:** Motion carried

#### ***Approval: April 2024 Bills***

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

**Motion:** Approval of the April 2024 expenditures.

**Motioned by:** Treasurer Bradley Wooten and properly seconded.

**Roll Call Vote:** Ayes: 7      Nays: 0      Absent: 0      Abstain: 0

**Vote Result:** Motion carried

**Executive Session,**

**Motion:** Move to executive session at 8:13 pm  
**Motioned by:** Treasurer Bradley Wooten and properly seconded.  
**Roll Call Vote:** Ayes: 7      Nays: 0      Absent: 0      Abstain: 0  
**Vote Result:** Motion carried

**Motion:** Move to reconvene back to Open Session at 9:02 pm  
**Motioned by:** Trustee Michael Ennis and properly seconded.  
**Roll Call Vote:** Ayes: 6      Nays: 0      Absent: 1      Abstain: 0  
**Vote Result:** Motion carried

**Trustees present for the meeting were:**

President David Upshaw	Vice-President Willie Akins
Secretary Myisha Owens	Treasurer Bradley Wooten
Trustee Stacy Bufford	Trustee Michael Ennis
Trustee Venita Mendez	

**Trustees absent for the meeting were:**

Trustee Stacy Bufford

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

**Motion:** Approval of promoting Executive Assistant, Maurice Goodson to role of Operations Manager effective immediately.  
**Motioned by:** Trustee Michael Ennis and properly seconded.  
**Roll Call Vote:** Ayes: 6      Nays: 0      Absent: 1      Abstain: 0  
**Vote Result:** Motion carried

**Motion:** Approval of a temporary 10% compensation to all Management Staff starting May 3, 2024 continuing up two weeks after the new Executive Director has started (Assistant Director, Operations Manager, Instruction & Research Manager, Customer Service Manager) in light of the additional workload responsibilities in the absence of an Executive Director.  
**Motioned by:** Trustee Michael Ennis and properly seconded.  
**Roll Call Vote:** Ayes: 6      Nays: 0      Absent: 1      Abstain: 0  
**Vote Result:** Motion carried

**Officer Reports,**

Treasurer, Bradley Wooten presented an oral report of the expenditure totals for March 2024.

	March 2024
Payroll & Benefits	\$ 66,013.86
General Checking	\$ 47,995.04
Totals	\$114,008.90

**Executive Director Report,**

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

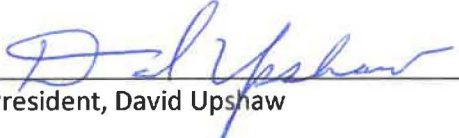
**Adjournment,**

**Motion:** Adjournment of the April 25, 2024 BPLD Regular Board Meeting at 9:15 p.m.

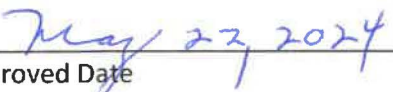
**Motioned by:** Trustee Michael Ennis and properly seconded.

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

**Vote Result:** Motion carried

  
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President, David Upshaw

  
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Secretary, Myisha Owens

  
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Approved Date