



Broadview Public Library District

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

Broadview Public Library District Regular Board Meeting Minutes Thursday, September 25, 2025 - 7:00 pm

A Regular Board Meeting of the Broadview Public Library District Board of Trustees was held on Thursday, September 25, 2025 at the Broadview Public Library District.

Trustees present for the meeting were:

President Bradley Wooten
Treasurer Skyla Gibson
Trustee Venita Mendez

Vice President Willie Akins
Trustee Princess Dempsey

Trustees absent for the meeting were:

Secretary Myisha Owens

Trustee Stacy Bufford

A quorum was present and the meeting was called to order at 7:00 pm.

Approval of Agenda

No objections were made and the Thursday, September 25, 2025 meeting agenda was approved as published.

Motioned by: Trustee Princess Dempsey and properly seconded.

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

Vote Result: Motion carried

Public Comment/Community Announcements

No public comments were observed.

Approval of Minutes

FY2026 Regular Board Meeting Minutes – August 28, 2025 – accepted as circulated.

Regular Board Meeting Minutes – Thursday, August 28, 2025 – accepted as circulated.

Regular Board Meeting Minutes – Thursday, August 28, 2025 (Executive Session) – accepted as circulated.

New Business

Presentation – Audit Review by Lauterbach & Amen, LLP.

Jasleen Kaur of Lauterbach and Amen, LLP presented an oral report of the BPLD FY2025 Audit.

Information – President's Report

President Bradley Wooten delivered an oral report highlighting how Trustees have collaborated well as a team. He also provided an update on their individual and collective priorities and discussed the board's future plans which included future tasks to be completed.

Motion & Approval: DLD Strategic Partnership.

Executive Director Tanya King provided partial details about the BPLD's participation in the upcoming "Party with a Purpose" event, which will be hosted by the DLD organization on November 22, 2025.

Motion: Table discussion of DLD Strategic Partnership until Secretary Myisha Owens can present.

Motioned by: Trustee Princess Dempsey and properly seconded.

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

Vote Result: Motion carried

Motion & Approval: Broadview Wesleyan Church Strategic Partnership.

Executive Director, Tanya King informed the Board of a potential partnership between BPLD and The Place, the youth group of The Broadview Wesleyan Church, to assist BPLD in developing a library pollinator garden. As part of this collaboration, the library would support the church's youth-led events by contributing a \$500 donation to the church's youth group.

Motion: Approval of contributing a \$500 donation to The Place as a BPLD strategic partner.

Motioned by: Vice President Willie Akins and properly seconded.

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

Vote Result: Motion carried

Information – Exhibit Policy.

Executive Director Tanya King provided details about the development of an Exhibit Policy for the library's new art exhibit area. The policy is scheduled to be formally reviewed and implemented in October.

Motion & Approval: Notary Policy.

Executive Director Tanya King informed the Board of a possible option for continuing to provide notary services, ensuring continued access for the community. If the Board chose to accept the option of retaining notary services at the library, these services would be limited to Broadview residents only. To support this effort, three staff members have volunteered to complete the necessary training to become certified notaries.

Motion: Approval of a new BPLD Notary Policy limiting services to BPLD residents.

Motioned by: Trustee Princess Dempsey and properly seconded.

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

Vote Result: Motion carried

Information - Lawyer Update

Executive Director King informed the Board of a brief October meet and greet visit from the library's attorney, Klein Thorpe and Jenkins.

Discussion – Mission and Vision Statement Worksheet

Executive Director King presented Mission & Vision worksheets to Trustees to help develop a collective strategic plan for the library.

Discussion – Illinois Public Library Standards: Access

Executive Director Tanya King presented the first IL Public Library Standard "Access" for review with the Board. Discussion ensued.

Presentation: Estimate of Revenues

Executive Director King briefed the Board on current revenues as of September 2025 and informed them of possible uses of library reserves in the near future.

Approval: Unpaid Bills for September 2025

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

Motion: Approval of the September 2025 expenditures.

Motioned by: Trustee Princess Dempsey and properly seconded.

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

Vote Result: Motion carried

Approval of Items Discussed in Closed Session,

None.

Officer Reports,

Treasurer, Skyla Gibson presented an oral report of the expenditure totals for August 2025.

	August 2025
Payroll & Benefits	\$ 66,606.28
General Checking	\$ 42,994.05
Totals	\$ 109,600.33

Executive Director Report,

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

Adjournment,

Motion: Adjournment of the September 25, 2025 BPLD Regular Board Meeting at 8:38 p.m.

Motioned by: Trustee Princess Dempsey and properly seconded.

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

Vote Result: Motion carried



President, Bradley Wooten



Acting-Secretary, Princess Dempsey

10/23/25

Approved Date