

Harvey Public Library District's Board Meeting Minutes

March 9, 2017

Board Meeting

CALL TO ORDER

President Patterson called the meeting to order at 6:00pm.

ROLL CALL

Members Present: Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Absent: Jerlene Harris

APPROVAL OF MINUTES

Trustee Ervin made a motion to approve the previous month's Board Meeting Minutes (2.9.2017) and was seconded Treasurer Nesbitt.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent: Jerlene Harris

Motion Carried.

Trustee Ervin made a motion to approve the previous month's Special Meeting Minutes (2.17.2017) and was seconded Treasurer Nesbitt.

Roll Call Vote:

Ayes: Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain: Tamika Price

Absent: Jerlene Harris

Motion Carried.

APPROVAL OF BILLS AND REVIEW OF ACCOUNTS

Secretary Whitaker made a motion to approve the bills and review of accounts from the previous month and was seconded by Trustee Ervin.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt,
Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent: Jerlene Harris

Motion Carried.

Attorney Jarad joins the meeting at 6:08pm.

CORRESPONDENCE/ANNOUNCEMENTS

President Patterson announces that the Community of Harvey Senior Board Advisory Board is hosting a trip to Paisley Park June 5-8, 2017. For more information please contact Aline at 708.408.4259 or Cassandra at 773.559.6613.

REPORT OF THE TREASURER

As stated in the Finance Meeting.

REPORT OF LIBRARY DIRECTOR

Director Flowers states that she is currently in the process of working on the library's annual certification that is due to the Illinois State Library by March 31, 2017.

Director Flowers reminded the library trustees that economic statements of interest are due now.

Director Flowers states that HPLD is hosting its very first Teen Job Fair for ages 16-24 on Saturday, April 22, 2017 from 10:00am to 12:00pm. Businesses (United Parcel, Custom Housekeeping and Family Video) will be here to hand out applications. She states that there will also be a Teen Job Fair Workshop on Saturday, April 8, 2017 to prepare teens for the interviewing process.

Director Flowers states that HPLD now has a Robotics Club. Robotic kits called Meccanoids were purchased. She states that Meccanoids are robots that answers to your command and can be updated through computer software.

Director Flowers states that in the Month of March, HPLD is hosting a program for teens on completing college applications held on Saturday, March 11, 2017 and the second session will be held on Saturday, March 25, 2017. Speaker Joe Oscalleni will teach the teens about Scholarships and Financial Aid.

Director Flowers states that the Facilities Manager is in the process of removing items from the storage units.

Director Flowers states that for the month of March, HPLD will be celebrating Dr. Seuss's Birthday.

Director Flowers states that HPLD will be having its first Art Exhibition on Saturday, May 27, 2017 and light refreshments will be served.

Director Flowers announces that the first Wednesday in March kicks off March Movie Madness from 1:30pm to 3:00pm.

Director Flowers states that Board Meeting yard signs will be distributed throughout the community starting on Saturday, March 4, 2017, informing Harvey residents about the upcoming board meeting time, date and location.

Trustee Price asked, will the items that's being removed from storage be brought to the library?

Director Flowers answers with, yes.

Vice-President Fields asked, if she could have a copy of the items that were sold from the storage units?

Director Flowers states that she will supply the board with this information again.

REPORT OF LIBRARY TRUSTEES/COMMITTEES

A. BUILDING & GROUNDS

Trustee Ervin states that about two (2) months ago the director, the facilities manager and he observed that several of the exterior wall panel nails were starting to work themselves loose. He states that he noticed that on some of the panels screws were used and none of those were loose, he states that he thinks that it would've been better to use screws on all of the panels instead of nails.

Jack Hayes gave the Board of Library Trustees a brief summary and presentation about the building's exterior panels and its installation process. Jack answered questions that the board presented to him.

After a brief discussion about the exterior panels the board decided to keep in touch with Jack Hayes and contact the architect for more explanation about the panels and its installation.

B. FINANCE

As stated in the Treasurer's Report.

C. PLANNING AND DEVELOPMENT

Vice-President Fields states that she will like for the library to look into having some multimedia classes for the youth to learn the latest technologies. She states that April is poetry month and hopefully the library will have a program and invite all the local high schools.

UNFINISHED BUSINESS

A. Resolutions Approving Circulation, DVD and/or Computer Usage Policies (Action Item)

Trustee Ervin made a motion to table Resolutions Approving Circulation, DVD and/or Computer Usage Policies until next monthly meeting and was seconded by Treasurer Nesbitt.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent: Jerlene Harris

Motion Carried.

B. Resolution Approving Amended Policy on Public Comment (Action Item)

President Patterson made a motion approving Resolution Adopting an Amended Public Comment Policy for The Harvey Public Library District, Cook County, Illinois with amendments and was seconded by Trustee Ervin.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent: Jerlene Harris

Motion Carried.

C. Eliminate All Fees to Borrow DVD and CD Movies for All Residents of the City of Harvey with Library Cards Issued by HPLD (Action Item)

D. Eliminate Computer Usage Fees for All City of Harvey Residents with Library Cards Issued by HPLD (Action Item)

The Board of Library Trustees agreed that agenda items C. and D. will be discussed with agenda item A. Resolutions Approving Circulation, DVD and/or Computer Usage Policies when placed back on the agenda for next board meeting.

NEW BUSINESS

A. Resolution Approving Amended Vacation Leave Policy (Action Item)

Trustee Ervin made a motion approving Resolution Adopting an Amended Vacation Leave Policy for The Harvey Public Library District, Cook County, Illinois and was seconded by Treasurer Nesbitt.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt, Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent: Jerlene Harris

Motion Carried.

B. Resolution Approving Records Retention Policy (Action Item)

Trustee Ervin made a motion approving Resolution Adopting a Records Retention Policy for The Harvey Public Library District, Cook County, Illinois and was seconded by Treasure Nesbitt.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt,
Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent: Jerlene Harris

Motion Carried.

AUDIENCE PARTICIPATION (Remarks Limited to 3 Minutes)

No Audience Participation.

ADJOURNMENT

Trustee Ervin made a motion to adjourn the meeting at 7:57pm and was seconded by Trustee Nesbitt.

Roll Call Vote:

Ayes: Tamika Price, Mauzkie Ervin, William Whitaker, JoAnn Nesbitt,
Barbara Fields and Roberta Patterson

Nays:

Abstain:

Absent: Jerlene Harris

Meeting Adjourned.