



Harvey Public Library District's Board Meeting Minutes

January 11, 2018

Board Meeting

CALL TO ORDER

President Patterson called the meeting to order at 7:20pm.

ROLL CALL

Members Present: Mauzkie Ervin, Barbara Fields, Jerlene Harris, Tamika Price
 William Whitaker, and Roberta Patterson

Absent: JoAnn Nesbitt

APPROVAL OF LAST MONTH'S MEETING MINUTES

Trustee Harris states for a matter of record that she voted no to the previous board meeting minutes, she states that Director Flowers stated that she reviewed the audio and says that she voted yes and Trustee Harris states that is not true.

Trustee Harris states that she requested that HPLD's Annual receipts and disbursements be published in the Citizen's Newspaper, she states that it doesn't cost the citizens anything.

President Patterson states that it cost the library to publish in the paper.

Secretary Price made a motion to approve previous month's board meeting minutes and was seconded by Treasurer Whitaker.

Roll Call Vote:

Ayes: Mauzkie Ervin, Tamika Price, William Whitaker, and Roberta
 Patterson

Nays: Jerlene Harris

Abstain:

Absent: JoAnn Nesbitt and Barbara Fields

Motion Carried.



APPROVAL OF BILLS AND REVIEW OF ACCOUNTS

Treasurer Whitaker made a motion to approve previous month's bills and review of accounts and was seconded by Secretary Price.

Roll Call Vote:

Ayes: Mauzkie Ervin, Tamika Price, William Whitaker, and Roberta Patterson

Nays: Jerlene Harris

Abstain:

Absent: JoAnn Nesbitt and Barbara Fields

Motion Carried.

TREASURER REPORT

General Fund-Estimated Amount \$143.86
Gift Account-Estimated Amount \$5,612.99
Special Reserve Account \$22.46
Vendor Account \$26,692.63
Expense Account \$30.60
Youth Services Account \$100.00

CORRESPONDENCE/ANNOUNCEMENTS

Trustee Harris states that she attended a presentation and believes that it will be beneficial to the citizens of Harvey and it's free. She states that the Dixon's which is a couple, they do expungements and seal of records with a cook county law firm.

Trustee Harris states that there's a STEM program that nine (9) other libraries are participating in free of charge. She states that she really wishes that HPLD will look into the program.

Trustee Harris states that there are some professional positions opened at David Orr's office and want to pass the information on.

Trustee Ervin states that there will be an event at South Suburban College on Monday, January 15, 2018, 10am-1pm for Martin Luther King Jr.'s birthday.

Director Flowers reads a letter from Circulation Manager Antonia McBride. She states that she has worked diligently to restart the tax preparation program at HPLD as of January 9, 2018. Director Flowers states that HPLD still does not have a company in place to provide tax preparation service. She states that Thornton Township in Riverdale, IL has begun taking appointments and tax preparations will began Friday, February 2, 2018 and the location is 14323 S Halsted, Riverdale, IL 60428, phone number-708.201.1226



REPORT OF TRUSTEES/COMMITTEES

A. Building & Grounds

Trustee Ervin states that after inspecting the exterior of the library and examining the panels because last winter HPLD experienced a lot of nail pops. He states that the library is looking pretty good, he states that he hasn't observed any nail pops this year.

B. Finance

No report. As stated in the Finance Meeting.

C. Planning & Development

REPORT OF LIBRARY DIRECTOR

WHAT IS HAPPENING IN THE LIBRARY

For the month of January HPLD will continue to focus on serving the community through job fairs and community assistance programming.

HPLD will continue to collaborate with community agencies to provide opportunities to engage community with:

Connections to Jobs and Careers/Counseling/Coaching

Financial Literacy

Adult Education

Computer Skills and Resume Building

MLK celebration will be held on January 12, 2018 from 5:30pm until 7:00pm. Roby Eye care has donated \$100.00 for this program.

Calling all spoken word artist, singers, artist, musicians and poets! We are looking for performers for our MLK program. Please join us for a night of fun, information and education while celebrating one of our most prestigious civil rights leader Dr. Martin Luther King Jr.

BREAKFAST WITH SANTA PROGRAM

Breakfast with Santa program was a hit! HPLD had over 230 participants in the building. I would like to thank all of the sponsors once again for their contributions to this very successful program. HPLD was able to host this program without using any money from its general fund. Food, toys, clothes, and games were all funded through our sponsors gifting. Thank you: First Merchants Bank, Dawn the Dancin Deevas, Mead Johnson Nutrition, W.K. Towing, Ingalls Memorial Hospital, St Andrew Temple of God and Christ, Health on Earth Wellness, and Carolyn Taylor Crudup. Thank you to CEDA and ECHO for



volunteering their services by passing out breakfast and informational pamphlets during our program. Thank you to all of our sponsors, HPLD collected \$1912.00 to offset program cost.

Thanks to our sponsors, HPLD was able to gift kids that just registered for Breakfast with Santa Only. Every child in attendance left with a gift.

I want to give a special thanks to all the Trustees that took time out of their busy schedules to attend HPLD Breakfast with Santa Program.

In Attendance: President Roberta Patterson, Vice-President JoAnn Nesbitt, and Trustee Mauzkie Ervin.

NETWORKING

HPLD is successfully networking with community leaders, bridging the community gap with partnerships to provide one common goal for a successful community. Minister conference group, Governor State Recruitment, Ingalls Public Relations, Harvey Police Department, and Family Guidance Centers, INC.

HOUSE DEMOLITION

Demolition will start within a few days of getting the permit in hand from the City of Harvey.

AUDIT 2016/2017

HPLD worked diligently with the auditors providing any necessary documentation requested. HPLD finished an audit that usually takes 4 months and completed it within a two-week span. I am thanking HPLD staff for all their hard work and effort on completing the audit. Lauterbach & Amen has all the information that they need from HPLD for completion of the audit. Information is now being inputted and formulated. The Auditor states that the draft will be completed sometime in the week of January 15th thru 19th Of 2018 audit will be filed.

OLD BUSINESS

A. Charging Non-Residents for Various Library Programs (*Action Item*)

Trustee Fields made a motion to make it stay like it is, as listed on the proposed sheet and was seconded by President Patterson.

Roll Call Vote:

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

Nays: Jerlene Harris

Abstain:



Absent: JoAnn Nesbitt

Motion Carried.

Trustee Harris made a motion to not reconsider the board's vote taken on charging non-residents fees for various programs so as to include one hour, two hour and express computers and was seconded by Trustee Ervin.

Roll Call Vote:

Ayes: Jerlene Harris

Nays: Mauzkie Ervin, Barbara Fields, Tamika Price, William Whitaker, and Roberta Patterson

Abstain:

Absent: JoAnn Nesbitt

Motion Failed.

President Patterson made a motion to reconsider the board's vote on charging non-resident fees for various programs so as to the removal from the list one(1) hour computer, two(2) hour computer, and express computers that is already a part of the circulation policy and was seconded by Trustee Ervin.

Roll Call Vote:

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

Nays: Jerlene Harris

Abstain:

Absent: JoAnn Nesbitt

Motion Carried.

B. Defining Residency and Special Borrowers (*Action Item*)

No Action

C. Resolution Authorizing And Approving The Sale or Other Disposition of Personal Property of HPLD That is Deemed No Longer Necessary or Useful for Library Purposes (*Action Item*)



Roll Call Vote:

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

Nays: Jerlene Harris

Abstain:

Absent: JoAnn Nesbitt

Motion Carried.

D. Request for Change in Computer Fees (*Action Item*)

Treasurer Whitaker made a motion based upon the proposal to charge non-resident seniors twenty-five cents for usage of the express computers and was seconded by President Patterson.

Roll Call Vote:

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

Nays: Jerlene Harris and Tamika Price

Abstain:

Absent: JoAnn Nesbitt

Motion Carried.

E. Donating/sale Items in storage Unit (*Action Item*)

After a lengthy discussion, board agrees to take comic books out of storage.

Motion Carried.

AUDIENCE PARTICIPATION (Remarks Limited to 3 Minutes)

None



ADJOURNMENT

President Patterson made a motion to adjourn the meeting at 8:32pm and was seconded by Trustee Ervin.

Roll Call Vote:

Ayes: Mauzkie Ervin, Barbara Fields, Jerlene Harris, Tamika Price,
William Whitaker and Roberta Patterson

Nays:

Abstain:

Absent: JoAnn Nesbitt

Meeting Adjourned.