

Harvey Public Library District's Meeting Minutes

September 13, 2018

Board Meeting

CALL TO ORDER

President Patterson called the meeting to order at _____.

ROLL CALL

Members Present: Mauzkie Ervin, Jerlene Harris, Tamika Price, JoAnn Nesbitt, and Roberta Patterson

Absent: William Whitaker, Barbara Fields

Approval of Meeting Minutes

President Patterson explained that meeting minutes will be postponed due to shortage of staff in the library. Minutes will be tabled until the next meeting.

Secretary Price made the motion to table May, July and August minutes and was seconded by Vice President Nesbitt.

Roll Call Vote:

Ayes: Mauzkie Ervin, Jerlene Harris, Tamika Price, JoAnn Nesbitt, and Roberta Patterson

Nays:

Abstain:

Absent:

Approval of Bills and Review of Accounts

Trustee Harris made it for the record that only August and September bills are available, the Board is still waiting on bills from May 2018. Information was tabled due to a lack of information.

Secretary Price made a motion to approve the August and September bills. President Patterson said the Board can only approve August, the previous months bills. President Patterson asked if bills are dated in August or September. Interim Director explained that some bills were from August, September, and October, along with past due bills. President Patterson suggested amending the motion to state bills up to September 12.

Secretary Price made a motion to approve bills as presented on the bill list and was seconded by Vice President Nesbitt.

Roll Call Vote:

Ayes: Mauzkie Ervin, Tamika Price, JoAnn Nesbitt, and Roberta Patterson

Nays: Jerlene Harris

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Abstain:

Absent:

Correspondence/Announcements

Trustee Harris announced free tuition from University of Illinois, income based criteria. Trustee Harris requested the information be posted.

President Patterson stated on Saturday, October 20, 2018, Thornton High School will host the "Epic 70's Reunion" at Elements Banquet & Conference Center. The banquet serves as a fundraiser for Thornton Township High School & District 205 alma mater. One committee committed to donate \$10,000 to Thornton High School and its students.

Report of Trustees/Committees

Trustee Harris stated the library is clean and well kept, particularly the women's restroom after raising concern at a previous meeting.

Trustee Ervin raised a concern about trimming the evergreens around the building. The Interim Director assured the Board that the evergreens will be trimmed and that sod will be laid soon outside the main entrance.

Finance report is as stated until further information from the treasurer.

President Patterson asked Secretary Price about her previously proposed program, possibly slated for October. Secretary Price stated she is working on the program, including the flyer and is looking for people to assist.

Report of the Interim Director

The interim director stated she met with the auditor, who has provided her with a timeline to ensure we complete our audit a head of time. She requested time with Secretary Price to review Secretary Minutes prior to submitting a Secretary's Audit due in the coming weeks, as well as meeting with the treasurer to review the Treasurer's Audit. This ended the interim director's report.

Old Business

Resolution authorizing a repayment agreement between HPLD and Cook County Treasurer.

Secretary Price requested to go back to discussion on the auditor, asking information on when Lauterbach & Amen was hired by the District. Attorney Dee Jarad responded possibly fall 2017. A discussion ensued concerning filing the audit on time, possible payments in June/July 2017, filing an extension with EMMA, and bringing in other accounting firms.

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Old Business

Resolution authorizing a repayment agreement between HPLD and Cook County Treasurer.

Glenn Weinstein – bond council - was available via phone. Mr. Weinstein provided an update, stating that more specific information was needed from an attorney with Cook County Treasurer. At the last meeting, the Board wanted to approve the agreement in final form, which is not yet available. Mr. Weinstein did not have new information, which needed approval at the current meeting. President Patterson asked if it made sense to table the discussion and Mr. Weinstein agreed.

Secretary Price made the motion to table the Resolution Authorizing a Repayment Agreement Between HPLD and the Cook County Treasurer and was seconded by Trustee Ervin.

Roll Call Vote:

Ayes: Mauzkie Ervin, Jerlene Harris, Tamika Price, JoAnn Nesbitt, and Roberta Patterson

Nays:

Abstain:

Absent:

New Business

- A. Budget & Appropriation Ordinance for FY 2018/2019. . . . Secretary Price made the motion to approve the Budget & Appropriation Ordinance for FY 2018/2019 and was seconded by Vice President Nesbitt.

Roll Call Vote:

Ayes: Mauzkie Ervin, Tamika Price, JoAnn Nesbitt, and Roberta Patterson

Nays: Jerlene Harris

Abstain:

Absent:

- B. Discussion on obtaining new financial advisors

Sycamore Advisors will no longer be used by the District. Glenn Weinstein suggested contacting advisors via phone first, then inviting them to sit with the Board, once he provides recommendations. The reason for a financial advisor is due to the bond and issues with compliance matters, filing on EMMA, refinancing the bond to save money on debt service, and generally speak with others in the industry and provide advice that Weinstein and Jarad cannot service relative to the bond.

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Ms. Jarad wanted to confirm that bond issuance documents must be handled with bond council and municipal financial advisors. Mr. Weinstein could not collaborate with that information at the time. Mr. Weinstein did agree to have information on other financial advisors by the next Board meeting.

The interim director made a suggestion to pay Sycamore Advisors their full invoice and request that they remain with the District via retainer. President Patterson said it is a thought we can follow up; considering they may change their decision once being paid.

The interim director asked Ms. Jarad how long can the District go without an advisor. Ms. Jarad said we should look as soon as possible, but ideally before January. The Board can engage with other advisors at the next meeting.

Audience Participation

Barb Medlen was concerned about the treasurer's unavailability meeting after meeting, particularly during the discussion and approval of the new budget. President Patterson stated we can only implore the treasurer to attend. Ms. Jarad said an additional option is for the Board to appoint another treasurer.

Trustee Ervin asked if it would help if the interim director read what is available in the accounts. Mrs. Medlen answered if he is not doing his job, someone else can do the job. Another patron asked that the information be read to the audience. A third patron stated a letter should be sent to show documentation to support the request for the treasurer to attend meetings. The interim director read balance totals for each of the District's accounts.

Totals of the bank statements:

Total Revenue for the month of August 2018	\$177,644.13
Copiers/Print release/computers	1,838.17
Software Credit - credit for paying bill in full.	188.38
Cook County Treasurer distribution	173,562.24
Miscellaneous deposits.	2,055.34
General Account Fund.	238,135.98
Expense Account.	3,288.10
Youth Services Account (used for Breakfast with Santa)	1.00
Expenses (payout).	35,893.38
Year to Date: June & July (Fiscal year started in July)	48,528.04
Current Bill List	43,879.32

A patron asked if no donations are received, will Breakfast with Santa be cancelled. The interim director explained that donation letters are going out and the staff and managers are working on the event. Breakfast with Santa will not be cancelled.

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Closed Session

For the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body under 5ILCS 120/2(c)(1).

Secretary Price made the motion to go into closed session.

Roll Call Vote:

Ayes: Mauzkie Ervin, Jerlene Harris, Tamika Price, JoAnn Nesbitt, and Roberta Patterson

Nays:

Abstain:

Absent:

Vice President Nesbitt made a motion to return to regular meeting and was seconded by President Patterson.

Roll Call Vote:

Ayes: Mauzkie Ervin, Jerlene Harris, Tamika Price, JoAnn Nesbitt, and Roberta Patterson

Nays:

Abstain:

Absent:

Adjournment

Secretary Price made a motion to adjourn the meeting and was seconded by Vice President Nesbitt.

Roll Call Vote:

Ayes: Mauzkie Ervin, Jerlene Harris, Tamika Price, JoAnn Nesbitt, and Roberta Patterson

Nays:

Abstain:

Absent:

Meeting adjourned at _____ .