

**Berkeley Public Library Board of Trustees  
Monthly Meeting Minutes  
April 19, 2017  
Open Session**

**1. - Call to Order, Roll Call and Declaration of Quorum**

President Villafana called the meeting to order on Wednesday, April 19, 2017, at 6:34 p.m.

**Present:** Trustees Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa and Angi Villafana.

**Absent:** Trustee Ida O’Neal

**2. - Acknowledgment of Audience**

Isabel La Barbera – No comment

Robert Gutierrez – Invited to meeting by Ryan to learn more about serving on the library board.

**3. - Approval for Agenda**

@ 6:39 p.m. - **Move that the Berkeley Public Library Board of Trustees approve the Agenda, with the following edits: replacement of #8 before “New Business”, #9 before “Adjourn to Closed Session”, #10 before “Reconvene to Regular Session”, and #11 before “Adjournment”; and addition of item 8(f) “Appointment of Nominating Committee” and 8(g) “Closed Session Minutes”.**

Motioned by: Jerry Brown

Seconded by: Reginal Bulus

Ayes: 5

Nays: 0

Absent: Ida O’Neal

**MOTION CARRIED**

**4. – Meeting Minutes**

**4(a) – March 15, 2017 Regular Board Meeting Minutes.**

@ 6:52 p.m. – **Move to approve the March 15, 2017 Regular Board Meeting Minutes, with edits to items 8(d), 10 and 11, as discussed.**

Motioned by: Jerry Brown

Seconded by: Willie Ashford

Ayes: 5

Nays: 0

Absent: Ida O’Neal

**MOTION CARRIED**

**5. – Director and Library Reports**

@ 6:53 p.m. – Interim Director Ryan Cox presented the Director and Library Reports to the Board.

## **6. Financial Reports**

### **6(a) - Financial Reports & Approval of Claim Ordinance #516**

Financial Reports were presented by Isabel La Barbera.

@ 7:06 p.m. - **Move that the Berkeley Public Library Board of Trustees approve Claim Ordinance #517 in the amount of \$23,104.40 and the Financial Reports, as presented.**

### **ROLL CALL VOTE**

Motioned by: Reginal Bulus

Seconded by: Willie Ashford

Ayes: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa and Angi Villafana

Nays: None

Absent: Ida O’Neal

### **MOTION CARRIED**

## **7. – Old Business**

### **7(a). – Resolution to Comply with the Government Travel Expense Control Act.**

@7:22 p.m. – **Move that the Berkeley Public Library Board of Trustees Read into the Record “Resolution to Comply with Government Travel Expense Control Act”, with edit to #5.**

### **ROLL CALL VOTE**

Motioned by: Jerry Brown

Seconded by: Willie Ashford

Ayes: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa and Angi Villafana

Nays: None

Absent: Ida O’Neal

## **8. New Business.**

### **8(a) – Swan Automatic Renewal System.**

@ 7:23 p.m. -- Interim Director Cox presented information on new Swan Automatic Renewal System to Board of Trustees.

### **8(b) – Audit of FY2017 Financials.**

@ 7:49 p.m. – **Move that the Berkeley Public Library Board of Trustees accept McClure, Inerra, & Company bid and have them serve as auditor for Berkeley Public Library FY 2017 audit.**

### **ROLL CALL VOTE.**

Motioned by: Willie Ashford

Seconded by: Reginal Bulus  
Ayes: Willie Ashford, Reginal Bulus, David Kasa and Angi Villafana  
Nays: Jerry Brown  
Absent: Ida O'Neal

**MOTION CARRIED**

**8(c) – FY 2017-18 Surety Bond.**

@ 7:54 p.m. – **Move that the Berkeley Public Library Board of Trustees approve FY2018 Surety Bond at \$370.00.**

**ROLL CALL VOTE.**

Motioned by: Jerry Brown  
Seconded by: Willie Ashford  
Ayes: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa, and Angi Villafana.  
Nays: 0  
Absent: Ida O'Neal

**MOTION CARRIED**

**8(d) – Policy Review Committee.** This agenda item has been tabled at this time.

**8(e) – Library Board of Trustees Appointment.** Trustees Ashford and Kasa were thanked for their years of service to the Berkeley Public Library Board of Trustees. Trustee Bulus was congratulated on his winning election to continue serving as Trustee. Audience member Robert Gutierrez invited to seek appointment and will follow-up with President Villafana at a later time.

@7:57 p.m. – **Move that David Kasa be appointed to serve as a Trustee for the Berkeley Public Library.**

**ROLL CALL VOTE.**

Motioned by: Jerry Brown  
Seconded by: Reginal Bulus  
Ayes: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa and Angi Villafana  
Nays: 0  
Absent: Ida O'Neal

@ 7:58 p.m. - **Move that Ida O'Neal be appointed to serve as a Trustee for the Berkeley Public Library, contingent upon her acceptance to serve.**

**ROLL CALL VOTE.**

Motioned by: Jerry Brown  
Seconded by: Willie Ashford  
Ayes: Willie Ashford, Jerry Brown, Reginal Bulus, David Kasa and Angi Villafana  
Nays: 0  
Absent: Ida O'Neal

**8(f) – 2018 Nominating Committee.** Trustees Jerry Brown and Reginal Bulus shall serve on the 2018 Nominating Committee and report back with recommendations at the May 17, 2017 board meeting.

**8(g) – Closed Session Minutes.** The Board discussed the best procedure to use in preparing and circulating Closed Session meeting minutes. It was agreed that Trustee Willie Ashford would prepare the closed session meeting minutes for this evening, and that moving forward this would be the role of the Secretary. Director Cox made arrangements to leave the recording device with Trustee Willie Ashford for this purpose.

@ 8:15 p.m. – Trustee David Kasa left the meeting.

**9. Adjournment to Closed Session**

@8:19 p.m. – **Move that the Berkeley Public Library Board of Trustees adjourn to Closed Session pursuant to 5ILCS 120/2(c)(1).**

Motioned by: Jerry Brown  
Seconded by: Willie Ashford  
Ayes: 4  
Nays: 0  
Absent: David Kasa & Ida O’Neal

**MOTION CARRIED**

**Submitted by:**

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**Willie Ashford, Secretary**