

**Berkeley Public Library Board of Trustees
Monthly Meeting Minutes
Wednesday, August 17, 2016
Open Session**

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

President Villafana called the meeting to order on Wednesday, August 17, 2016, at 6:30 pm.

Present: Reginal Bulus, Jerry Brown, David Kasa, Angela Villafana & Director Lenora

Absent: Willie Ashford, Ida O'Neal

2. - Acknowledgment of Audience

No Audience

3. - Approval for Agenda

@ 6:42 pm **Move that the Berkeley Public Library Board of Trustees move the Director Report to item No. 8 in the Agenda**

Motioned by: Brown

Second by: None

MOTION NOT CARRIED

@ 6:43 pm **Move that the Berkeley Public Library Board of Trustees approved the Agenda as presented**

Motioned by: Reginal

Second by Kasa

Yes: Bulus, Kasa, Villafana

Nays: None

Absent: Ashford, O'Neal

Present: Brown

MOTION ACCEPTED

4. - Approval of ORD #501 May 19, 2016, Regular Board Meeting

@ 6:44 pm Minutes not available; we will table for next month meeting.

@ 6:45 pm **Move that the Berkeley Public Library Board of Trustees accept Jun 15, 2016, Regular Board Minutes as presented.**

Motioned by: Bulus

Second by Kasa

Yes: Bulus, Kasa, Villafana,

Nays: None

Absent: Ashford, O'Neal

Present: Brown

MOTION ACCEPTED

@ 6:48 pm **Move that the Berkeley Public Library Board of Trustees accept July 20, 2016, Regular Board Minutes with the correction on item 6a that Trustee Brown voted Present.**

Motioned by: Bulus

Second by Kasa

Yes: Bulus, Kasa, Villafana,

Nays: None

Absent: Ashford, O'Neal

Present: Brown

MOTION ACCEPTED

5. - Director's Report

Review report and not specify discussion

6. - Financial Reports

@ 6:57 pm Move that the Berkeley Public Library Board of Trustees approves the Claim Ordinance #509 in the amount of \$39,629.36 and accepts the Financial Reports as presented.

@ 6:49 pm Brown asked about the drink water expense this month at the library.

Motioned by: Reginal

Second by Kasa

Yes: Brown, Bulus, Kasa, Villafana,

Nays: None

Present: Brown

Absent: Ashford, O'Neal

MOTION APPROVED

7. - Old Business

a. - Roof:

@7:10 pm Move that the Berkeley Public Library Board of Trustees contract with J&K Roofing Company to reroof the roof using the agreement and contract for services dated August 8, 2016 for \$14,800. Price not to exceed \$17,000 with Treasurer approving any change orders.

Motioned by: Brown

Second by Kasa

Yes: Brown, Bulus, Kasa, Villafana,

Nays: None

Absent: Ashford, O'Neal

MOTION APPROVED

b. - Surety Bond Application:

@ 7:14 pm Director Lenora requests three quotes, she will present during our next monthly meeting. Table for next month.

c. - Circulation Policy (was read into record on 7/20/16)

Brown raised a question about accuracy of calculations for non-resident card.

Villafana expressed concern about non-resident card policy.

@ 7:15 pm Table for next month.

d. - Investment Policy:

@7:16 pm Read policy into the record: Move to the Berkeley Public Library read into the Record the Investment Policy as presented.

Motioned by: Brown

Second by: Bulus

Yes: Brown, Bulus, Kasa, Villafana,

Nays: None

Absent: Ashford, O'Neal

MOTION APPROVED

8. - New Business

a. - Mobile Hotspots Policy: The State of IL, Joint Purchasing Program Participation Resolution.
@7:19 pm Director Lenora needs to investigate the cost, the services condition and the policy for this service.

A brief discussion was held regarding the Library Policy Review Policy. The words “whenever possible” was added prior to the end of the three sentences containing the time periods. With the changes, this will be on the agenda to be read into the record at the next meeting.

b. - Other:

@7:45 pm. We discussed to add in next month agenda the following policy:

- Check and Balance Policy
- Board Packet Policy
- Attorney Policy

9. - Adjourn to Closed Session

@ 7:52 pm **Motion to adjourn to go to closed session meeting at 7:52 pm**

Motioned by: Brown

Second by Kasa

All in favor

MOTION CARRIED

10. - Reconvene Regular Session

@ 8:04 pm **Motion to Close the Closed session at 8:04 pm**

Motioned by: Brown

Second by Kasa

All in favor

MOTION CARRIED

11.-Adjournment

@ 8:05 pm **Motion to adjourn the meeting at 8:05 pm**

Motioned by: Brown

Second by Kasa

All in favor

MOTION CARRIED

Reginal Bulus
Treasurer
August 17, 2016