

**Berkeley Library Board of Trustees
Monthly Meeting Minutes
July 10, 2013**

Roll Call and Declaration of Quorum

President Willie Ashford called the meeting to order on Wednesday, July 10th at 6:32pm.
Present: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, William Weed, Director Lenora Berendt and Loretta Bohn
Absent: Patrick Callaghan

Acknowledgement of Audience

No comments. Those present included Maureen Stolle, Sonia Stetkus, LaChondra Davis, and Ryan Cox.

Approval of Agenda

Moved that the Berkeley Public Library Board of Trustees accept the Agenda as presented.

Motioned by: Janet Eldred

Seconded by: William Weed

Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, William Weed

Acceptance of January 23rd Finance Committee Meeting Minutes

Moved that the Berkeley Public Library Board of Trustees approve the minutes of the January 23rd Finance Committee Meeting as corrected.

Motioned by: Jerry Brown

Seconded by: David Kasa

Ayes: Willie Ashford, Jerry Brown, David Kasa

Abstain: Janet Eldred, William Weed

Acceptance of May 15th Annual Meeting Minutes

Table approval until August Board Meeting.

Acceptance of May 15th Regular Meeting Minutes

Moved that the Berkeley Public Library Board of Trustees approve the minutes of the May 15th Regular Meeting Minutes as corrected.

Motioned by: Janet Eldred

Seconded by: David Kasa

Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa

Abstain: William Weed

Acceptance of June 26th Special Finance Committee Meeting Minutes

Discussion held as to whether the June 26th Finance Committee Meeting was legitimate.

Moved that the Berkeley Public Library Board of Trustees approve the minutes of the June 26th Finance Committee Meeting as written.

Motioned by: Janet Eldred

Seconded by: William Weed

Ayes: Willie Ashford, Janet Eldred, David Kasa, William Weed

Nays: Jerry Brown

Financial Reports

Move that the Berkeley Public Library Board of Trustees approve the Claim Ordinance #472 in the amount of \$24,460.65 and accept the Financial Reports as presented.

Motioned By: Janet Eldred

Seconded By: Jerry Brown

Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, William Weed

Librarian's Report

New Library Intern hired as of July 2, 2013 to work Tues, Wed, and Thurs from 12-5pm. Ryan Cox promoted to full time digital/reference librarian effective July 1, 2013.

Old Business

Review of By-Laws

Setting of date needed – possibly a Wednesday evening. Tentative date set for July 24th at 6:30pm.

Update on Public Computers and Wireless Printing

LaChondra Davis presented an update on public computer upgrade and wireless printing installations. Timeline document provided to all board members and director.

Policy Reviews

Board of Trustees reviewed "Employee Discipline Policy" presented by Library Director. Lenora will revise with suggestions from the Board.

Foundation Repairs/IRMA

Still pending. Bob Lee will be contacted for his recommendations.

Also, the sump pump on the east side of building needs generator per Preferred Plumbing. Staff will check recommendations of other plumbers regarding this matter.

Health Insurance Contribution for Library Director

To be discussed during Closed Session.

Process of Adding Items to Board Meeting Agenda

To be taken care of during Review of By-Laws meeting.

Parking Lot Repairs

Still waiting on bids and cost comparison information. Bob Lee to be consulted.

New Business

Concealed Carry FAQ

State Police will be providing signage for posting at the Berkeley Public Library.

Lions Club Membership

Discussed pros and cons of the Berkeley Public Library participating as members of Lions Club.

Question regarding benefit to the library. Lenora will send out info to board members. Drop off for eye glasses at the library. Item tabled.

DVD Policy

Reviewed and clarified total number of DVD check outs that a patron can make at any one time which is now a total of six (6).

Trustee Brown made a request that library related correspondence be included in the monthly board packets.

Motion to adjourn to Closed Session by Trustee Eldred and seconded by Trustee Weed at 8:28pm.

Ayes: Willie Ashford, Jerry Brown, Janet Eldred, David Kasa, William Weed

Reconvene to Regular Session at 10:06pm. Roll Call.

Present: Willie Ashford, Jerry Brown, Janet Eldred, William Weed, Director Lenora Berendt and Loretta Bohn

Absent: Patrick Callaghan, David Kasa

Move that the Berkeley Public Library Board of Trustees adopt the recommendations of the Special Committee on the Director's health insurance as follows:

- **Director's insurance will be paid directly by the Library**
- **Director will repay \$272.00, which make the Library and Director whole through July 3, 2013, concerning the Director's health insurance, which includes repaying the Director for tax deficit**
- **Discontinue Director's salary increase related to health insurance**

Motioned by: Janet Eldred

Seconded by: William Weed

Ayes: Willie Ashford, Janet Eldred, William Weed

Nays: Jerry Brown

Absent: Patrick Callaghan, David Kasa

Trustee Brown questioned as to whether board members will be given the opportunity to review data related to Director's health insurance.

Motion to adjourn the meeting by Trustee Eldred and seconded by Trustee Weed at 10:20pm.

Ayes: Willie Ashford, Jerry Brown, Janet Eldred, William Weed

Respectfully Submitted by:

Loretta Bohn, Business Manager

7/26/13